

# RDS Secure Website Pages

Draft as of 07/08/2005

These screen shots correspond to the presentation given on Day 1 of the RDS National Conference in Dallas, TX on July 12, 2005. Please follow along with the slides in the “Interacting with the RDS Center” presentation. Note that when the RDS Center application process goes live, there may be some minor differences on these pages.

**Retiree Drug Subsidy Center Home Page - Microsoft Internet Explorer**

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Address [C:\Dallas\RDS SEcure Web 7-8-2005\html\center\center\\_default.html](C:\Dallas\RDS SEcure Web 7-8-2005\html\center\center_default.html) Go Links

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**CMS**  
**RDS Retiree Drug Subsidy Program**

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**ABOUT THIS SITE   FAQs   HOW TO APPLY   EVENTS   NEWS   LAWS AND REGULATIONS   CONTACT**

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The Centers for Medicare & Medicaid Services (CMS) recently published the final regulations for Title I and Title II of the Medicare Prescription Drug, Improvement, and Modernization Act of 2003 (MMA). Title I contains the provisions governing the special retiree drug subsidies and other options that were designed to encourage employers and unions to continue providing high quality prescription drug coverage to their retirees.

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Together, with the full cooperation and involvement of our partners and plan sponsors who sign up to participate in the RDS Program, we can continue to make positive advancements towards providing access to prescription drugs, dependable retiree coverage, and better coverage options for millions of Americans.

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**BULLETINS**

Don't forget to register for the RDS National Conference. Registration is on the events page.

PLEASE NOTE: The special RDS Conference hotel room rate of \$129 single and \$154 double will expire on June 27, 2005, so register soon!

[Download and print the RDS Center Teleconference materials](#) (pdf, 104 KB)

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**ACCOUNT LOGIN**

[CREATE A NEW ACCOUNT](#)  
[MANAGER ID](#)

Enter Login ID

Enter Password

[Login](#)

[Forgot Password?](#)

[Search](#)

[Events Calendar](#)

**JUNE 2005**  
**S M T W T F S**  
1 2 3 4  
5 6 7 8 9 10 11  
12 13 14 15 16 17 18  
19 20 21 22 23 24 25  
26 27 28 29 30

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Start | [Inbox - Micro...](#) | [RDS Interfac...](#) | [center](#) | [Retiree Dru...](#) | [screens - Mic...](#) | [Changes to t...](#) | My Computer | 1:53 PM


Plan Sponsor Account Registration - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View Source

Address C:\Dallas\RDS Secure Web 7-8-2005\html\login\_pages\acct\_manager\_registration.html Go Links

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 **RDS Secure Web Site**

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## Plan Sponsor Account Registration

An asterisk (\*) indicates a required field.

We ask for this information to protect and verify your personal identity, and that of the plan sponsor.

**Plan Sponsor Company Name and Address fields must correspond with information associated with the Federal Employer Tax Identification Number (EIN).**

\*EIN

\*Company Name  
(must be the company name associated with the EIN provided above)

\*Business Telephone (  ) (  ) - (  ) ext.

Fax (  ) (  ) - (  )

Company Home Page

\*Type of Organization

**Company Address** (must be the address associated with the EIN provided above)

\*Street Line 1

Street Line 2

\*City

\*State

\*Zip Code

**YOU ARE HERE...**

1. Plan Sponsor Account Registration
2. Authorized Representative Information
3. Account Manager Personal Information
4. Account Manager Login Information
5. Account Manager Summary
6. Thank You

**QUICK HELP**

[Help about this page](#)

Done

Start | [Icons] | [Inbox - Micro...] [RDS Interfac...] [center] [Plan Sponso...] [screens - Mic...] [Changes to t...] [My Computer]

1:53 PM

Plan Sponsor Account Registration - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View WY

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\login\_pages\acct\_manager\_registration.html Go Links

\*Type of Organization

**Company Address** (must be the address associated with the EIN provided above)

\*Street Line 1

Street Line 2

\*City

\*State

\*Zip Code  -

[View and print the agreement below](#)

**User Agreement**

THE FOLLOWING DESCRIBES THE TERMS AND CONDITIONS ON WHICH THE RETIREE DRUG SUBSIDY (RDS) CENTER OFFERS YOU ACCESS TO THE RDS CENTER SECURE WEBSITE

You must read and accept the terms and conditions contained in this User Agreement expressly set out below and incorporated by reference before you may access the RDS Center Secure Website.

The RDS Center may amend this User Agreement at any time. Except as stated below, all amended terms shall automatically be effective 30 days after they are posted.

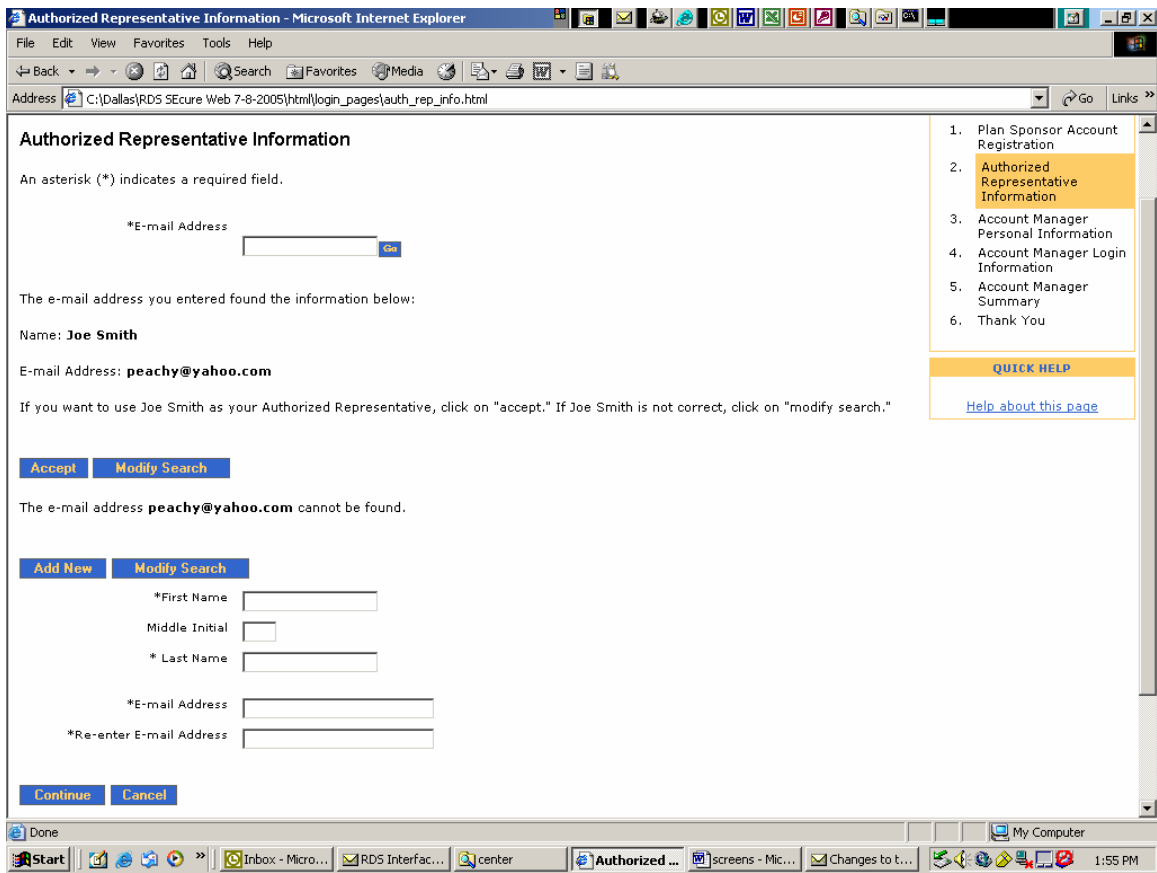
Please check the following box:

I accept the User Agreement and Privacy Policy above ☐

SECURE AREA

Done My Computer

Start | Inbox - Micro... | RDS Interfac... | center | Plan Sponso... | screens - Mic... | Changes to t... | 1:54 PM



Account Manager Personal Information Registration - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View Source

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\login\_pages\acct\_manager\_personal.html Go Links

**CMS** RDS Secure Web Site

### Account Manager Personal Information

An asterisk (\*) indicates a required field.

We ask for this information to protect and verify your personal identity, and that of the plan sponsor.

\*First Name

Middle Initial

\*Last Name

\*Social Security Number

\*Date of Birth January 1 1977

\*Job Title

\*Telephone ( ) - ext.

Fax (410 ) 832 - 8320

\*E-mail Address

\*Re-enter E-mail Address

**Mailing Address**

\*Street Line 1

Street Line 2

\*City

**YOU ARE HERE...**

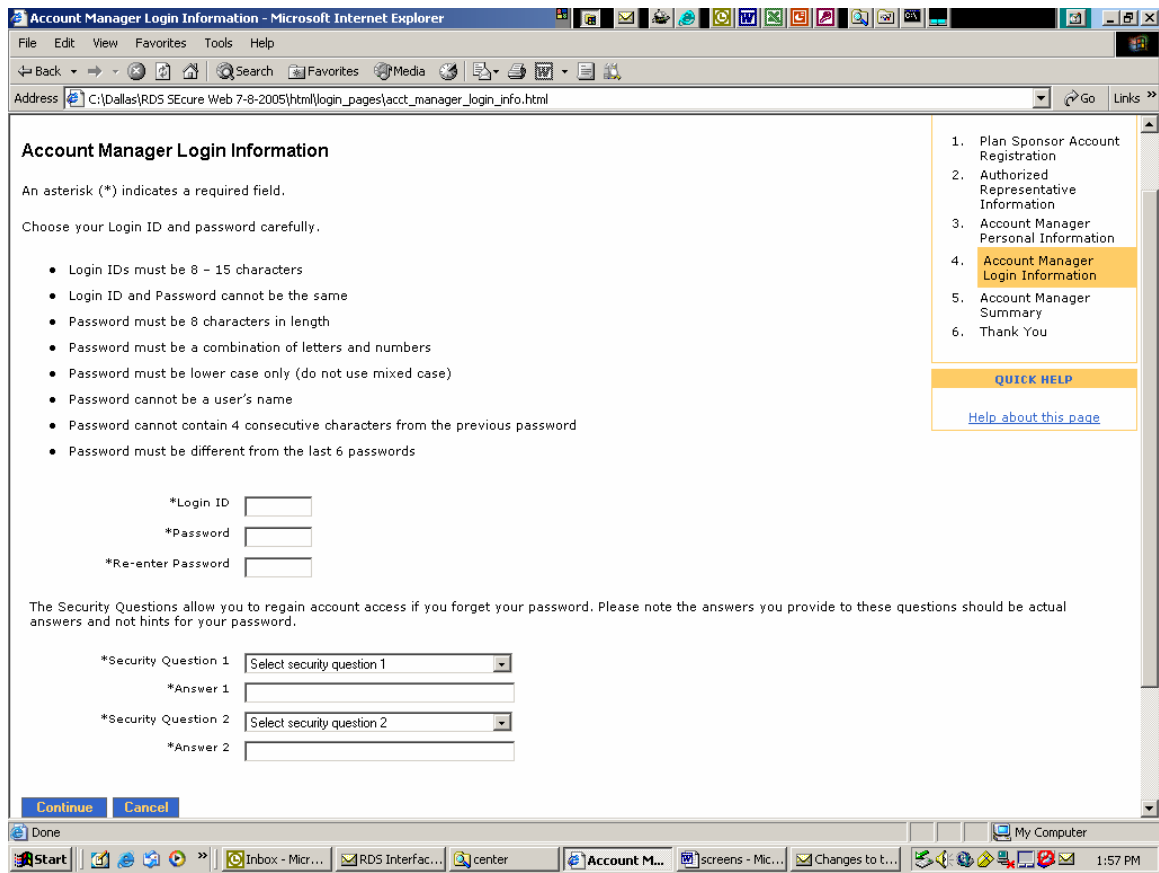
1. Plan Sponsor Account Registration
2. Authorized Representative Information
3. Account Manager Personal Information
4. Account Manager Login Information
5. Account Manager Summary
6. Thank You

**QUICK HELP**

[Help about this page](#)

Done My Computer

Start | Inbox - Micro... | RDS Interfac... | center | Account Ma... | screens - Mic... | Changes to t... | 1:56 PM



Account Manager Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View W Go Links

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\login\_pages\acct\_manager\_summary.html

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**CMS/** RDS Secure Web Site

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### Account Manager Summary

Please review your information...

The following information will be processed:

#### Plan Sponsor Information

EIN: **563254125**  
Company Name: **GM Corporation**  
Business Telephone: **(555)555-5555 ext. 555**  
Fax: **(555)555-5555**  
Company Home Page: **http://www.gm.com**  
Organization Type: **Private**

#### Company Address

Street Line 1: **555 Street Lane**  
Street Line 2:  
City: **Baltimore**  
State: **MD**  
Zip Code: **25698**

#### Account Manager Personal Information

First Name: **Deb**  
Middle Initial: **R**  
Last Name: **Weber**

#### YOU ARE HERE...

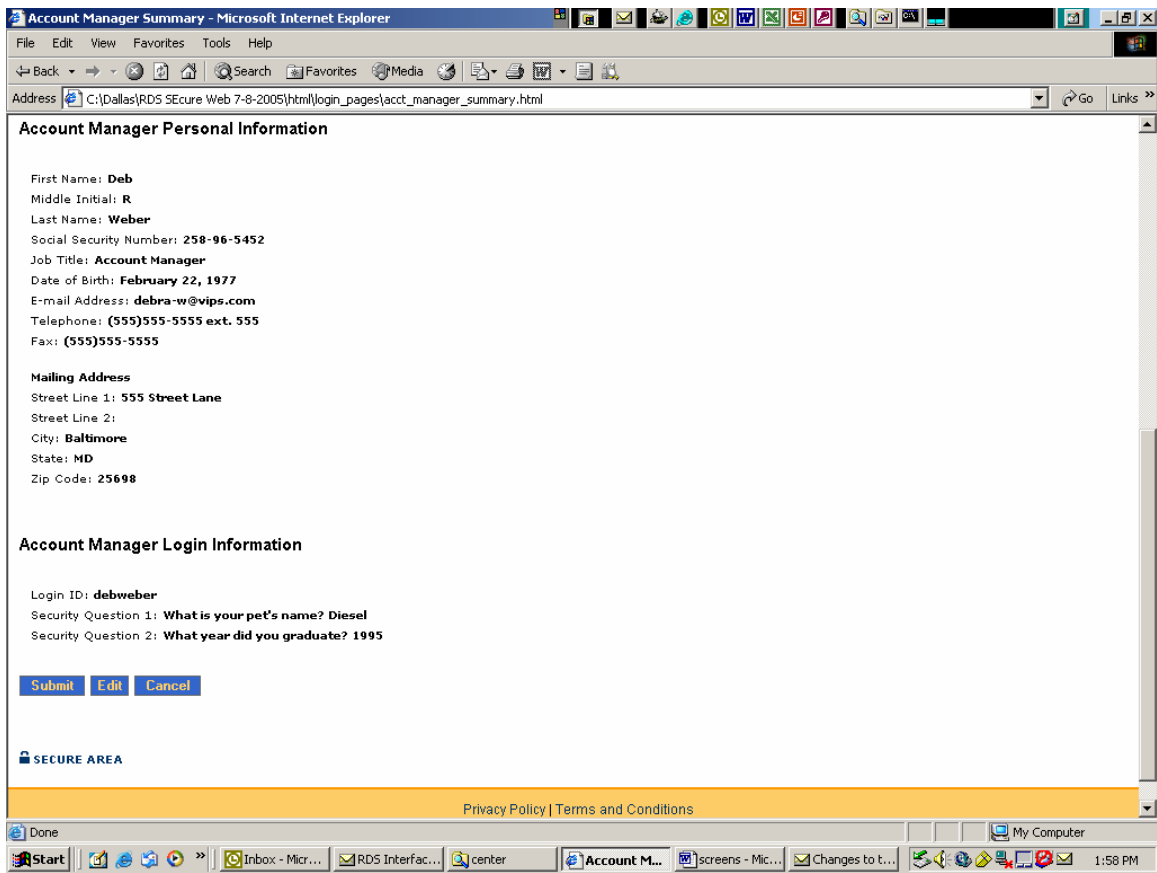
1. Plan Sponsor Account Registration
2. Authorized Representative Information
3. Account Manager Personal Information
4. Account Manager Login Information
5. **Account Manager Summary**
6. Thank You

#### QUICK HELP

[Help about this page](#)

Done

Start | My Computer | Account M... | 1:57 PM





Thank You -- Joe Smith - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print Print this page

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\login\_pages\acct\_manager\_thank\_you.html Go Links

**CMS** RDS Secure Web Site

Print this page

**YOU ARE HERE...**

1. Plan Sponsor Account Registration
2. Authorized Representative Information
3. Account Manager Personal Information
4. Account Manager Login Information
5. Account Manager Summary
6. **Thank You**

**Thank You -- Joe Smith (jsmith)**

Joe Smith, thank you for your interest in the Retiree Drug Subsidy Program. Your request for a Plan Sponsor Account has been submitted today, June 24, 2005. Please allow 1-2 business days for your request to be processed.

The following information is being sent for processing:

**Plan Sponsor Information**

EIN: **563254125**  
Company Name: **GM Corporation**  
Business Telephone: **(555)555-5555 ext. 555**  
Fax: **(555)555-5555**  
Company Home Page: **http://www.gm.com**  
Organization Type: **Private**

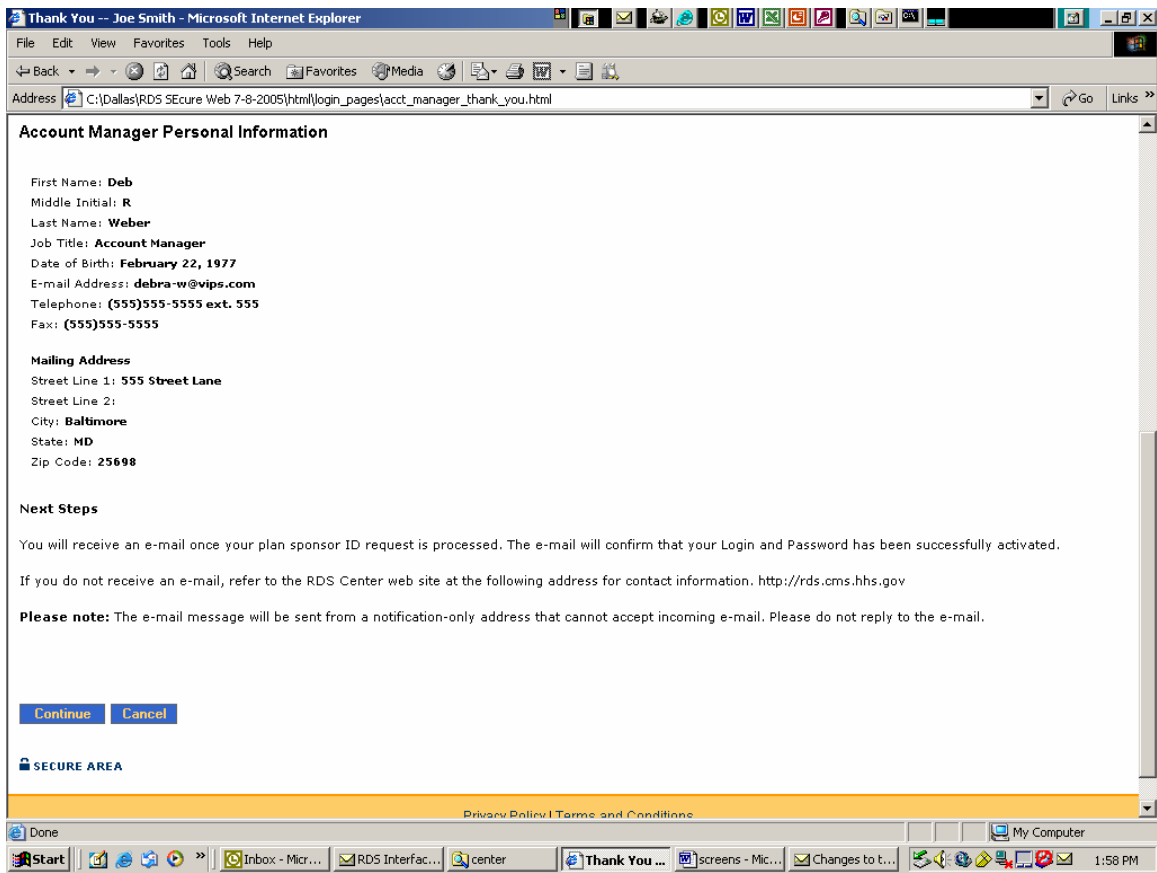
**Company Address**  
Street Line 1: **555 Street Lane**  
Street Line 2:  
City: **Baltimore**  
State: **MD**  
Zip Code: **25698**

**Account Manager Personal Information**

First Name: **Deb**  
Middle Initial: **R**

Done

Start | My Computer | 1:58 PM



Retiree Drug Subsidy Center Home Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\center\center\_default.html Go Links



# RDS Retiree Drug Subsidy Program

[ABOUT THIS SITE](#) [FAQs](#) [HOW TO APPLY](#) [EVENTS](#) [NEWS](#) [LAWS AND REGULATIONS](#) [CONTACT](#)

[Print this page](#)

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[ACCOUNT LOGIN](#)

[CREATE A NEW ACCOUNT](#)  
[MANAGER ID](#)

[Login](#)

[Forgot Password?](#)

[Events Calendar](#)

JUNE 2005						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## BULLETINS

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Start

Inbox - Mic... RDS Interfac... center Retiree Dru... screens - Mic... Changes to t...


My Computer 1:59 PM

RDS Secure Web Site Home Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\default.html Go Links

RDS Secure Web Site

HELP CONTACT LOG OUT

DES WEBER  
Today is Friday, June 17, 2005  
You last signed on Thursday, June 16, 2005

Account Manager

Plan Sponsor ID	Plan Sponsor Name/Description	Authorized Rep	Incomplete Applications	Pending Applications	Approved Applications	Rejected Applications
<a href="#">002003658</a>	ABC Corporation	Dave Gardner	1	2	4	5
<a href="#">568963259</a>	XYZ Corporation	Pat Ambrose	-	-	-	-
598632547	123 Incorporated	-	-	-	-	-
In Process	New Company	-	-	-	-	-

ACCOUNT SETTINGS

[Create a New Plan Sponsor Account](#)  
[Start a New Application](#)  
[Manage Retiree List](#)  
[Manage Personal Information](#)  
[Manage Plan Sponsor Information](#)  
[Change Password](#)

BULLETINS

The RDS Center National Conference in Dallas, Texas is June 12 and 13, 2005.

Authorized Representative

Plan Sponsor ID	Plan Sponsor Name/Description	Account Manager	Incomplete Applications	Pending Applications	Approved Applications	Rejected Applications
<a href="#">002003658</a>	ABC Corporation	Dave Gardner	1	2	4	5

Done

Start | My Computer | 1:59 PM





Application Status - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites Media

Address C:\Dallas\RDS 5Secure Web 7-8-2005\html\application\_pages\app\_status.html

Go Links

**CMS**  
RDS Secure Web Site

HOME HELP CONTACT LOG OUT

Print this page

### Application Status

Application Number: 002587896

Plan Sponsor ID: 256325412  
Plan Sponsor Name/Description: 123 Incorporated  
Authorized Representative: Deb Weber  
Account Manager: Asim Malik  
Application Number: 55365521  
Plan Name/Description: AZ Company  
Plan Start: June 3, 2004 Plan End: June 2, 2005

Application Start Date: June 3, 2004  
Application Submitted: August 5, 2004  
RDS Decision: Rejected

Application Section	Status	Post Approval
✓ Application Number Assigned	Completed	
✓ <a href="#">Assign Designee(s) (optional)</a>	01 Assigned	<a href="#">view</a>   <a href="#">edit</a>
✓ <a href="#">Benefit Option(s)</a>	01 Defined	<a href="#">view</a>
✓ <a href="#">Assign Actuary(s)</a>	01 Assigned	<a href="#">view</a>
— <a href="#">Attestation</a>	Incomplete	<a href="#">view</a>
— <a href="#">Electronic Funds Transfer (EFT) Info</a>	Incomplete	<a href="#">view</a>   <a href="#">edit</a>
— <a href="#">Payment Frequency</a>	Incomplete	<a href="#">view</a>
— <a href="#">Retiree List Submission Method</a>	Incomplete	<a href="#">view</a>   <a href="#">edit</a>

**APPLICATION SECTIONS**

- [Application Status](#)
- [Assign Designee\(s\) \(optional\)](#)
- [Benefit Option\(s\)](#)
- [Assign Actuary\(s\)](#)
- [Attestation](#)
- [Electronic Funds Transfer \(EFT\) Info](#)
- [Payment Frequency](#)
- [Retiree List Submission Method](#)
- [Upload Retiree List](#)
- [Application Summary](#)
- [Plan Sponsor Agreement](#)

**QUICK HELP**

- [What you need to complete an application](#)
- [Field Descriptions](#)

Start | My Computer | 2:01 PM

Application Status - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print Download Upload

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\app\_status.html Go Links

Plan Sponsor ID: 256325412  
Plan Sponsor Name/Description: 123 Incorporated  
Authorized Representative: Deb Weber  
Account Manager: Asim Malik  
Application Number: 55365521  
Plan Name/Description: AZ Company  
Plan Start: June 3, 2004 Plan End: June 2, 2005

Application Start Date: June 3, 2004  
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RDS Decision: Rejected

Attestation

Electronic Funds Transfer (EFT) Info

Payment Frequency

Retiree List Submission Method

Upload Retiree List

Application Summary

Plan Sponsor Agreement

QUICK HELP

What you need to complete an application

Field Descriptions

Application Section	Status	Post Approval
✓ Application Number Assigned	Completed	
✓ Assign Designee(s) (optional)	01 Assigned	<a href="#">view</a>   <a href="#">edit</a>
✓ Benefit Option(s)	01 Defined	<a href="#">view</a>
✓ Assign Actuary(s)	01 Assigned	<a href="#">view</a>
— Attestation	Incomplete	<a href="#">view</a>
— Electronic Funds Transfer (EFT) Info	Incomplete	<a href="#">view</a>   <a href="#">edit</a>
— Payment Frequency	Incomplete	<a href="#">view</a>
— Retiree List Submission Method	Incomplete	<a href="#">view</a>   <a href="#">edit</a>
! Upload Retiree List	Error	
Application Summary		<a href="#">view</a>
— Plan Sponsor Agreement	Incomplete	<a href="#">view</a>

SECURE AREA

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Site Map | Accessibility

Start

Inbox - Mic... RDS Interfac... center Application... screens - Mic... Changes to t...

My Computer 2:01 PM



Assign Designee(s) - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print Print Preview

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\assign\assign\_designee.html Go Links

**CMS** RDS Secure Web Site

HOME HELP CONTACT LOG OUT

Print this page

### Assign Designee(s)

An asterisk (\*) indicates a required field.

\*E-mail Address  Go

The e-mail address you entered found the information below:

Name: **Joe Smith**

E-mail Address: **peachy@yahoo.com**

If you want to use Joe Smith as your Designee, click on "accept." If Joe Smith is not correct, click on "modify search."

**Accept** **Modify Search**

The e-mail address **peachy@yahoo.com** cannot be found. Do you wish to enter the e-mail address again or assign a new designee?

**Add New** **Modify Search**

An asterisk (\*) indicates a required field.

\*First Name

Middle Initial

**YOU ARE HERE:**

**Plan Sponsor ID:** 000440543w  
**Company Name:** Long Company Name here  
**Application Number:** 000440543w

**QUICK HELP**

[Help about this page](#)

**APPLICATION SECTIONS**

[Application Status](#)

[Assign Designee\(s\) \(optional\)](#)

[Benefit Option\(s\)](#)

[Attestation](#)

[Assign Actuary\(s\)](#)

[Electronic Funds Transfer \(EFT\) Info](#)

[Payment Frequency](#)

[Retiree List Submission Method](#)

[Upload Retiree List](#)

[Plan Sponsor Agreement](#)

Done

Start | My Computer | 2:02 PM

Inbox - Mic... RDS Interfac... center Assign Desi... screens - Mic... Changes to t...

Assign Designee(s) - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print Mail Word

Address C:\Dallas\RDS Secure Web 7-8-2005\html\assign\assign\_designee.html Go Links

**Add New** **Modify Search**

An asterisk (\*) indicates a required field.

\*First Name

Middle Initial

\*Last Name

\*E-mail Address

\*Re-enter E-mail Address

\*Pass-phrase

\*Re-enter Pass-phrase

[Payment Frequency](#)

[Retiree List Submission Method](#)

[Upload Retiree List](#)

[Plan Sponsor Agreement](#)

[Application Summary](#)

Please choose the actions that the designee can perform (check one or more) for this application.

☐ Define Benefit Option(s)

☐ Assign Actuary(s)

☐ Complete Electronic Funds Transfer

☐ Define Payment Frequency

☐ Choose Retiree List Submission Method

☐ Upload Retiree List

☐ Submit and View Payment Data

☐ Withdraw An Application

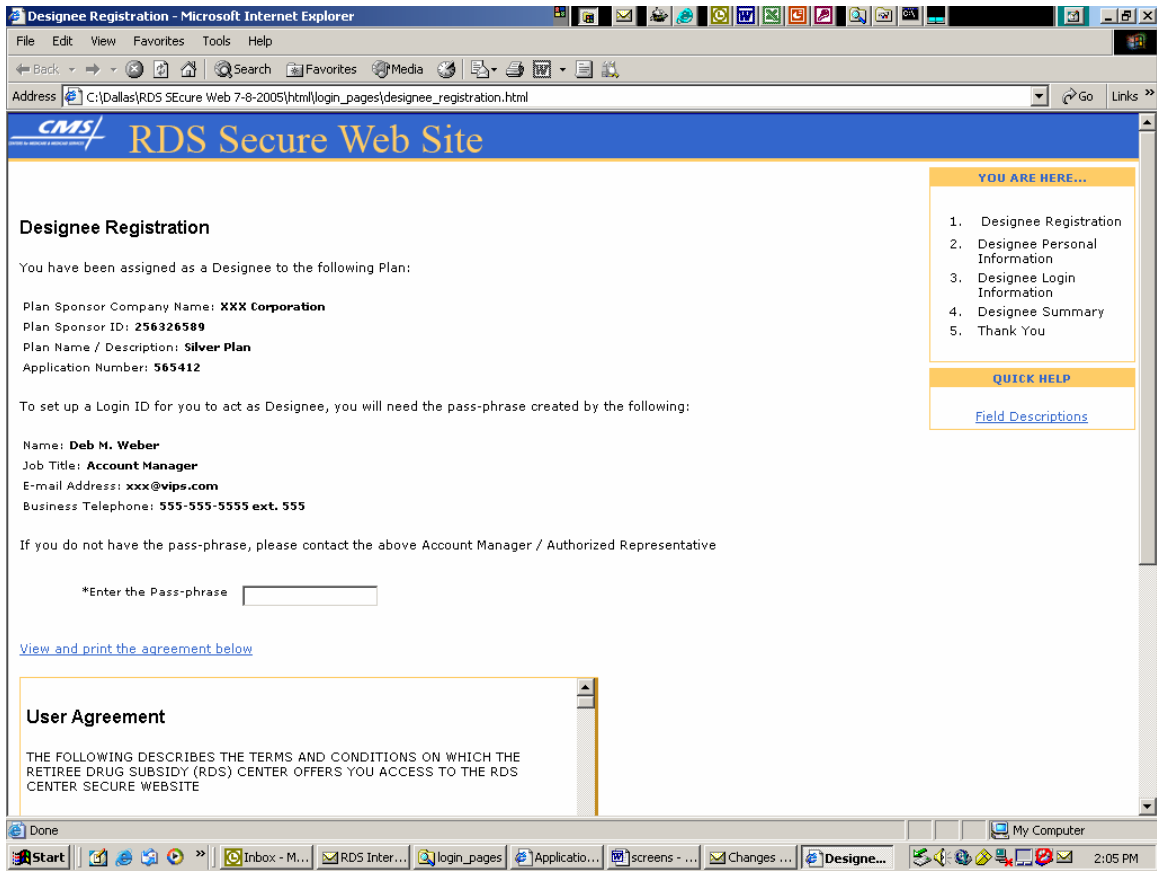
☐ Delete An Application

☐ Request an Extension

☐ Appeal Application

**Continue** **Cancel**

Start Inbox - Micro... RDS Interfac... center Assign Desi... screens - Mic... Changes to t... My Computer 2:02 PM



Designee Personal Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print WY

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\login\_pages\designee\_personal.html Go Links

## RDS Secure Web Site

### Designee Personal Information

An asterisk (\*) indicates a required field.

\*First Name

Middle Initial

\*Last Name

\*Social Security Number

\*Date of Birth January 1 1977

\*Job Title

\*Telephone ( ) - ext.

Fax ( ) -

**Mailing Address**

\*Street Line 1

Street Line 2

\*City

\*State Choose a State

\*Zip

[Continue](#) [Cancel](#)

**YOU ARE HERE...**

1. Designee Registration
2. **Designee Personal Information**
3. Designee Login Information
4. Designee Summary
5. Thank You

**QUICK HELP**

[Field Descriptions](#)

Designee Login Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View W Go Links

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\login\_pages\designee\_login\_info.html

## Designee Login Information

An asterisk (\*) indicates a required field.

We ask for this information to protect and verify your personal identity, and that of the plan sponsor.

Choose your Login ID and password carefully.

- Login IDs must be 8 - 15 characters
- Login ID and Password cannot be the same
- Password must be 8 characters in length
- Password must be a combination of letters and numbers
- Password must be lower case only (do not use mixed case)
- Password cannot be a user's name
- Password cannot contain 4 consecutive characters from the previous password
- Password must be different from the last 6 passwords

\*Login ID

\*Password

\*Re-enter Password

The Security Questions allow you to regain access to your account(s) if you forget your password. Please note answers you provide should be actual answers to the questions and not hints for your password.

\*Security Question 1

\*Answer 1

\*Security Question 2

\*Answer 2

[Continue](#) [Cancel](#)

2. Designee Personal Information

3. **Designee Login Information**

4. Designee Summary

5. Thank You

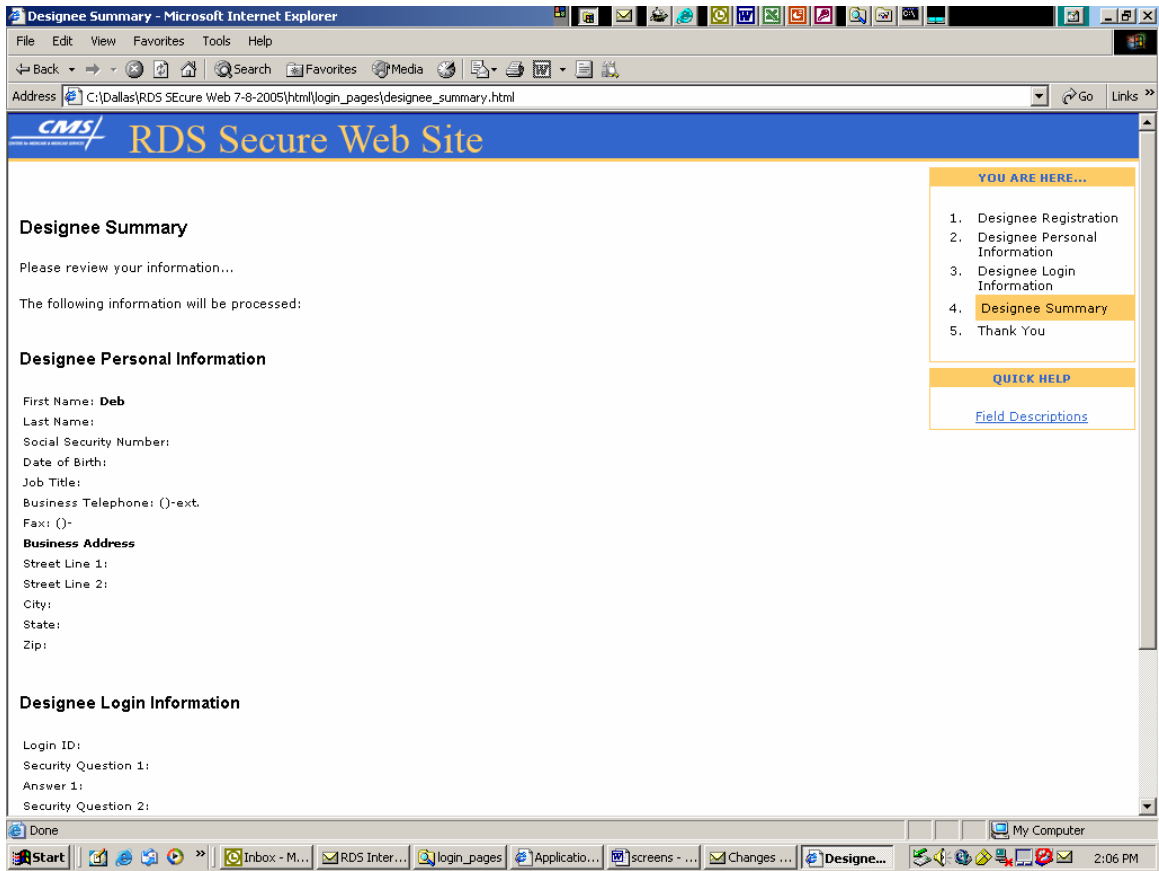
QUICK HELP

[Field Descriptions](#)

Done

Start | [Icons] | [Taskbar] | My Computer

[Taskbar] | Designee... | 2:05 PM





Retiree Drug Subsidy Center Home Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\center\center\_default.html Go Links



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[Print this page](#)

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[MANAGER ID](#)

[Forgot Password?](#)

[Events Calendar](#)

JUNE 2005

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
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2:07 PM



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File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View W

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\default.html Go Links

002003658	ABC Corporation	-	-	-
568963259	XYZ Corporation	-	-	-
598632547	123 Incorporated	-	-	-
In Process	New Company	-	-	-

Designee

Plan Sponsor ID	Plan Sponsor Name/Description	Authorized Rep	Account Manager	Applications Assigned
002003658	ABC Corporation	Kenneth Gerard	Pat Ambrose	1
568963259	XYZ Corporation	Stacie Dembeck	Dave Gardner	3

SECURE AREA

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Start

Inbox - Mic...

RDS Interfac...

center

screens - Mic...

Changes to t...

RDS Secure...

My Computer

2:07 PM

RDS Secure Web Site Home Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print W

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\app\_list.html Go Links

 **RDS Secure Web Site**

HOME | **HELP** | CONTACT | LOG OUT

Print this page

**ACCOUNT SETTINGS**  
[Create a New Plan Sponsor Account](#)  
[Start a New Application](#)  
[Manage Retiree List](#)  
[Manage Personal Information](#)  
[Manage Plan Sponsor Information](#)  
[Change Password](#)

**QUICK HELP**  
[What you need to complete an application](#)  
[Field Descriptions](#)

**ABC Corporation**

**Plan Sponsor ID: 503256984**

App Number	Plan Name/Description (sort)	Application Status (sort)	Attestation Status (sort)	Plan Start (sort)	Plan End (sort)	Action(s)
025984563	GGGG Gold	Incomplete	<a href="#">Not Attested</a>	May 5, 2004	May 4, 2005	Select One <a href="#">Go</a>
569852147	GGGG Silver	Pending	Attested	June 3, 2004	June 2, 2005	Select One <a href="#">Go</a>
569852147	GGGG Silver	Approved	Attested	June 3, 2004	June 3, 2004	Select One <a href="#">Go</a>
569852147	GGGG Silver	Rejected	Attested	June 3, 2004	June 3, 2004	Select One <a href="#">Go</a>

 **SECURE AREA**

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Application Status - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites Media

Address C:\Dallas\RDS 5Eure Web 7-8-2005\html\application\_pages\app\_status.html

Go Links

# CMS RDS Secure Web Site

HOME HELP CONTACT LOG OUT

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## Application Status

Application Number: 002587896 Go

Plan Sponsor ID: 256325412  
Plan Sponsor Name/Description: 123 Incorporated  
Authorized Representative: Deb Weber  
Account Manager: Asim Malik  
Application Number: 55365521  
Plan Name/Description: AZ Company  
Plan Start: June 3, 2004 Plan End: June 2, 2005

Application Start Date: June 3, 2004  
Application Submitted: August 5, 2004  
RDS Decision: Rejected

Application Section	Status	Post Approval
✓ Application Number Assigned	Completed	
✓ Assign Designee(s) (optional)	01 Assigned	<a href="#">view</a>   <a href="#">edit</a>
✓ Benefit Option(s)	01 Defined	<a href="#">view</a>
✓ Assign Actuary(s)	01 Assigned	<a href="#">view</a>
— Attestation	Incomplete	<a href="#">view</a>
— Electronic Funds Transfer (EFT) Info	Incomplete	<a href="#">view</a>   <a href="#">edit</a>
— Payment Frequency	Incomplete	<a href="#">view</a>
— Retiree List Submission Method	Incomplete	<a href="#">view</a>   <a href="#">edit</a>

### APPLICATION SECTIONS

- [Application Status](#)
- [Assign Designee\(s\) \(optional\)](#)
- [Benefit Option\(s\)](#)
- [Assign Actuary\(s\)](#)
- [Attestation](#)
- [Electronic Funds Transfer \(EFT\) Info](#)
- [Payment Frequency](#)
- [Retiree List Submission Method](#)
- [Upload Retiree List](#)
- [Application Summary](#)
- [Plan Sponsor Agreement](#)

### QUICK HELP

- [What you need to complete an application](#)
- [Field Descriptions](#)

Done

Start

Inbox - Mic... RDS Interfac... center screens - Mic... Changes to t... Application...

My Computer


2:08 PM

Benefit Option(s) Summary - Microsoft Internet Explorer


File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\benefit\_options\_summary.html Go Links


RDS Secure Web Site

HOMEHELPCONTACTLOG OUT

Print this page

**Benefit Option(s) Summary**  
[Add a Benefit Option](#)

Benefit Option Name	Unique Benefit Option Identifier	Benefit Option Type	Attestation Status	Benefit Option Administrator
<a href="#">GGGG Gold</a>	555632	Self-Funded	Not Attested	<a href="#">Not Assigned</a>
<a href="#">GGGG Silver</a>	555854	Fully-Insured	Attested	<a href="#">GGGG</a>

 **SECURE AREA**

**YOU ARE HERE:**  
**Plan Sponsor ID:** 000440543w  
**Company Name:** Long Company Name here  
**Application Number:** 000440543w

**QUICK HELP**  
[Help about this page](#)

**APPLICATION SECTIONS**  
[Application Status](#)  
[Assign Designee\(s\) \(optional\)](#)  
[Benefit Option\(s\)](#)  
[Assign Actuary\(s\)](#)  
[Attestation](#)  
[Electronic Funds Transfer \(EFT\) Info](#)  
[Payment Frequency](#)  
[Retiree List Submission Method](#)  
[Upload Retiree List](#)  
[Application Summary](#)

Done

StartInbox - Mic...RDS Interfac...centerscreens - Mic...Changes to t...Benefit Opt...My Computer


2:08 PM

Benefit Option - Microsoft Internet Explorer


File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print W

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\benefit\_option.html Go Links

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HOME | **HELP** | CONTACT | LOG OUT

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**YOU ARE HERE...**  
**Plan Sponsor ID:** 000440543w  
**Company Name:** Long Company Name here  
**Application Number:** 000440543w

**QUICK HELP**  
[Help about this page](#)

**APPLICATION SECTIONS**  
[Application Status](#)  
[Assign Designee\(s\) \(optional\)](#)  
[Benefit Option\(s\)](#)  
[Assign Actuary\(s\)](#)  
[Attestation](#)  
[Electronic Funds Transfer \(EFT\) Info](#)  
[Payment Frequency](#)  
[Retiree List Submission Method](#)  
[Upload Retiree List](#)  
[Application Summary](#)

**Benefit Option**  
An asterisk (\*) indicates a required field.

\*Benefit Option Name



\*Unique Benefit Option Identifier (e.g., Rx Group Number)

\*Benefit Options Type

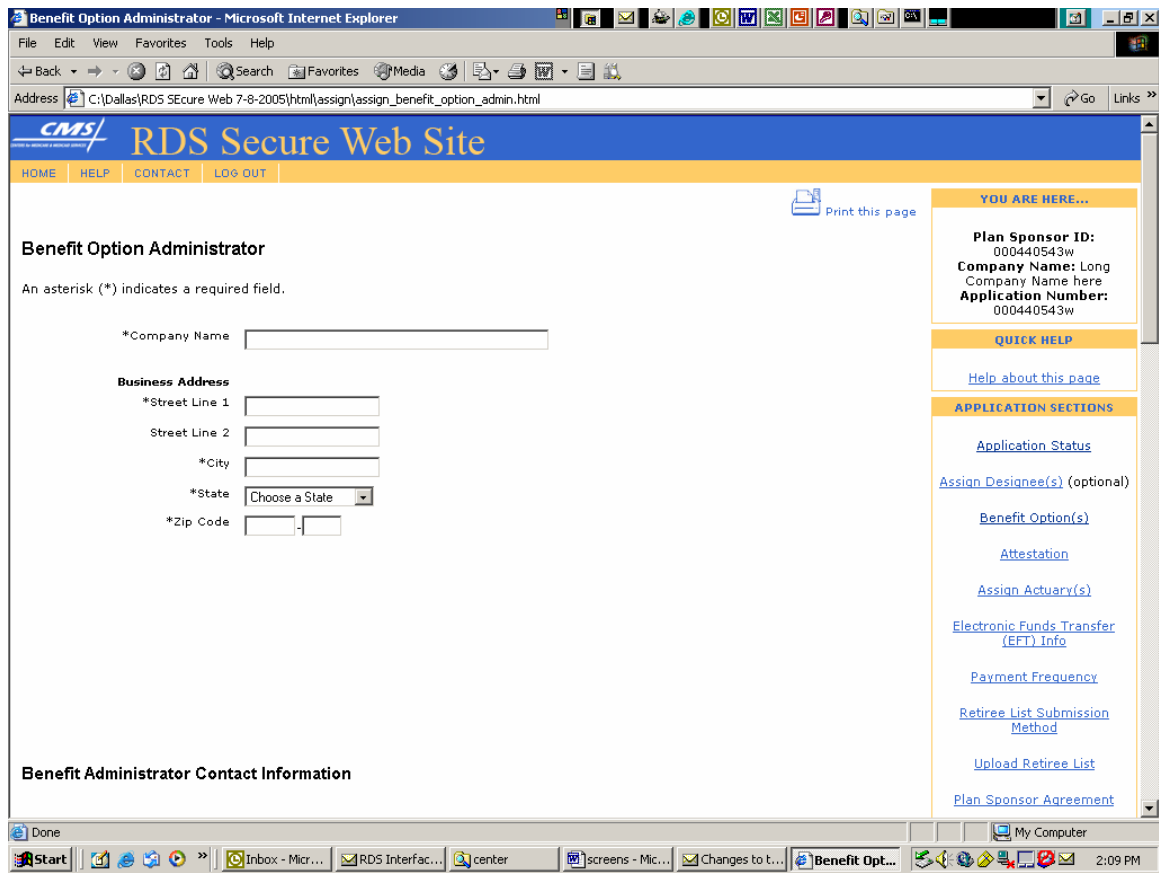
If this Benefit Option is deleted, the Benefit Option Administrator and Actuary associated with this Benefit Option will also be deleted.

 **SECURE AREA**

Done

Start |  |  |  |  |  |  |  | 

2:09 PM



Benefit Option Administrator - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View Source

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\assign\assign\_benefit\_option\_admin.html Go Links

### Benefit Administrator Contact Information

\*First Name

Middle Initial

\* Last Name

\*Telephone (  )  -  ext.

Fax (  )  -

\*E-mail Address

\*Re-enter E-mail Address

**Mailing Address**

Check here if your mailing address is the same as the above Business Address ☐

Street Line 1

Street Line 2

City

State

Zip Code  -

Removing the Benefit Option Administrator does not delete the benefit option.

[Continue](#) [Cancel](#)

**SECURE AREA**

Done

Start | My Computer

Inbox - Mic... RDS Interfac... center screens - Mic... Changes to t... Benefit Opt... 2:09 PM

Application Status - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites Media

Address C:\Dallas\RDS Secure Web 7-8-2005\html\application\_pages\app\_status.html

**RDS Secure Web Site**

HOME HELP CONTACT LOG OUT

Print this page

### Application Status

Application Number: 002587896

Plan Sponsor ID: 256325412  
Plan Sponsor Name/Description: 123 Incorporated  
Authorized Representative: Deb Weber  
Account Manager: Asim Malik  
Application Number: 55365521  
Plan Name/Description: AZ Company  
Plan Start: June 3, 2004 Plan End: June 2, 2005

Application Start Date: June 3, 2004  
Application Submitted: August 5, 2004  
RDS Decision: Rejected

Application Section	Status	Post Approval
✓ Application Number Assigned	Completed	
✓ <a href="#">Assign Designee(s) (optional)</a>	01 Assigned	<a href="#">view</a>   <a href="#">edit</a>
✓ <a href="#">Benefit Option(s)</a>	01 Defined	<a href="#">view</a>
✓ <a href="#">Assign Actuary(s)</a>	01 Assigned	<a href="#">view</a>
— <a href="#">Attestation</a>	Incomplete	<a href="#">view</a>
— <a href="#">Electronic Funds Transfer (EFT) Info</a>	Incomplete	<a href="#">view</a>   <a href="#">edit</a>
— <a href="#">Payment Frequency</a>	Incomplete	<a href="#">view</a>
— <a href="#">Retiree List Submission Method</a>	Incomplete	<a href="#">view</a>   <a href="#">edit</a>

**APPLICATION SECTIONS**

[Application Status](#)

[Assign Designee\(s\) \(optional\)](#)

[Benefit Option\(s\)](#)

[Assign Actuary\(s\)](#)

[Attestation](#)

[Electronic Funds Transfer \(EFT\) Info](#)

[Payment Frequency](#)

[Retiree List Submission Method](#)

[Upload Retiree List](#)

[Application Summary](#)

[Plan Sponsor Agreement](#)

**QUICK HELP**

[What you need to complete an application](#)

[Field Descriptions](#)

Start | My Computer | 2:10 PM



Assign Actuary(s) - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print W

Address C:\Dallas\RDS Secure Web 7-8-2005\html\assign\assign\_actuary.html Go Links

 **RDS Secure Web Site**

HOME HELP CONTACT LOG OUT

 Print this page

### Assign Actuary(s)

\*Are you combining two or more benefit options for the purpose of demonstrating that the plan meets the actuarial equivalence Net Test?

Yes ☐

No ☐

### Gross Value Test

Select an Actuary for the following Benefit Option(s)

Benefit Option	Unique Benefit ID	Actuary
GGGG Gold	555632	<a href="#">Not Assigned</a>
GGGG Silver	555633	<a href="#">John Smith</a>

### Net Value Test

Plan Name/Description	Application Number	Actuary
GM Corporation	555632456	<a href="#">Not Assigned</a>

YOU ARE HERE:

Plan Sponsor ID:  
000440543w

Company Name: Long  
Company Name here

Application Number:  
000440543w

QUICK HELP

[Help about this page](#)

APPLICATION SECTIONS

[Application Status](#)

[Assign Designee\(s\) \(optional\)](#)

[Benefit Option\(s\)](#)

[Attestation](#)

[Assign Actuary\(s\)](#)

[Electronic Funds Transfer \(EFT\) Info](#)

[Payment Frequency](#)

[Retiree List Submission Method](#)

[Upload Retiree List](#)

[Plan Sponsor Agreement](#)

Done

Start

Inbox - Mic...

RDS Interfac...

center

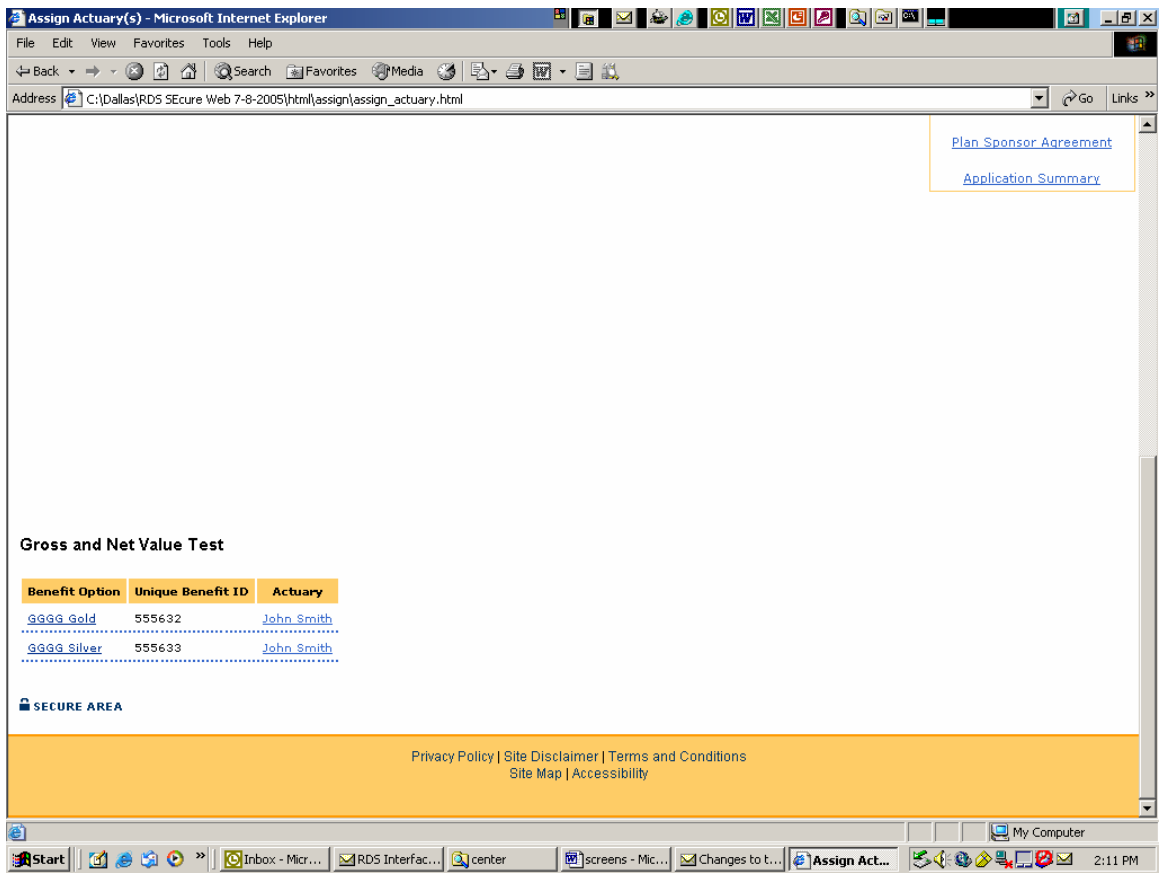
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Changes to t...

Assign Act...

My Computer

2:10 PM




Add Actuary(s) - Microsoft Internet Explorer


File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\assign\add\_actuary.html Go Links

 **RDS Secure Web Site**

HOME | **HELP** | CONTACT | LOG OUT

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**YOU ARE HERE:**  
**Plan Sponsor ID:** 000440543w  
**Company Name:** Long  
Company Name here  
**Application Number:** 000440543w

**QUICK HELP**  
[Help about this page](#)

**APPLICATION SECTIONS**  
[Application Status](#)  
[Assign Designee\(s\) \(optional\)](#)  
[Benefit Option\(s\)](#)  
[Attestation](#)  
[Assign Actuary\(s\)](#)  
[Electronic Funds Transfer \(EFT\) Info](#)  
[Payment Frequency](#)  
[Retiree List Submission Method](#)  
[Upload Retiree List](#)  
[Plan Sponsor Agreement](#)

### Add Actuary

An asterisk (\*) indicates a required field.

\*E-mail Address

The e-mail address you entered found the information below:

Name: **Joe Smith**

E-mail Address: **peachy@yahoo.com**

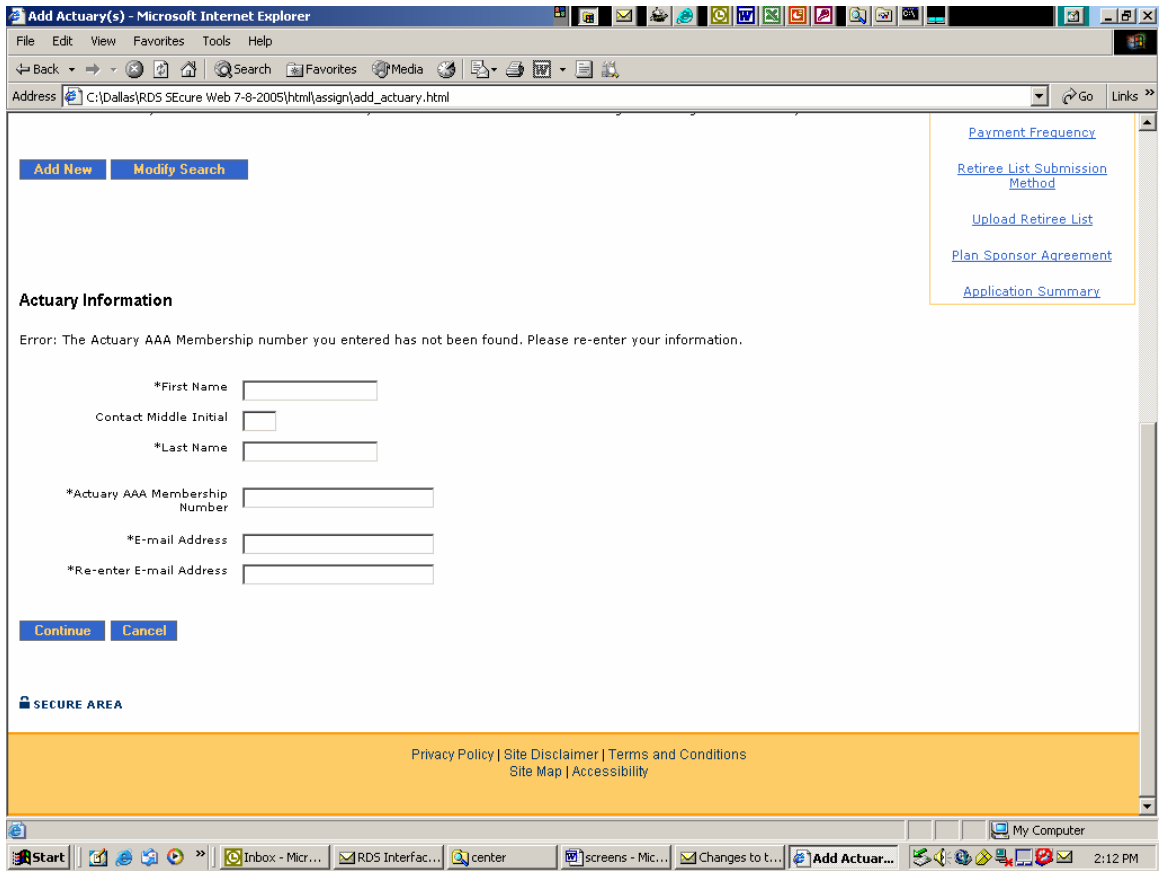
If you want to use Joe Smith as your Actuary, click on "accept." If Joe Smith is not correct, click on "modify search."

The e-mail address you entered cannot be found. Do you wish to enter the e-mail address again or assign a new Actuary?

Start

Inbox - Mic... RDS Interfac... center screens - Mic... Changes to t... Add Actuar...

My Computer 2:12 PM



Electronic Funds Transfer - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View W Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\eft\_info.html Go Links

**CMS** RDS Secure Web Site

HOME HELP CONTACT LOG OUT

Print this page

### Electronic Funds Transfer (EFT)

An asterisk (\*) indicates a required field.

**Account Information**

\*Bank Name

\*Account Type

\*Company Name Associated with Account

\*Account Number

\*Re-enter Account Number

\*Bank Routing Number

\*Re-enter Bank Routing Number

**Bank Contact**

\*First Name

Middle Initial

\*Last Name

\*Telephone (  ) (  ) -  ext.

Fax (  ) (  ) -

E-mail Address

**YOU ARE HERE:**

**Plan Sponsor ID:** 000440543w  
**Company Name:** Long Company Name here  
**Application Number:** 000440543w

**QUICK HELP**

[Help about this page](#)

**APPLICATION SECTIONS**

[Application Status](#)

[Assign Designee\(s\) \(optional\)](#)

[Benefit Option\(s\)](#)

[Assign Actuary\(s\)](#)

[Attestation](#)

[Electronic Funds Transfer \(EFT\) Info](#)

[Payment Frequency](#)

[Retiree List Submission Method](#)

[Upload Retiree List](#)

[Application Summary](#)

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Start My Computer

Inbox - Mic... RDS Interfac... center screens - Mic... Changes to t... Electronic F...

2:13 PM

Electronic Funds Transfer - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites Media

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\eft\_info.html Go Links

Number

**Bank Contact**

\*First Name

Middle Initial

\*Last Name

\*Telephone (  )  -  ext.

Fax (410 )  832 -  8320

E-mail Address

Re-enter E-mail Address

**Bank Address**

\*Street Line 1

Street Line 2

\*City

\*State Choose a State

\*Zip Code  -

[Attestation](#)

[Electronic Funds Transfer \(EFT\) Info](#)

[Payment Frequency](#)

[Retiree List Submission Method](#)

[Upload Retiree List](#)

[Application Summary](#)

[Plan Sponsor Agreement](#)

[Continue](#) [Cancel](#)

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Start | My Computer | 2:13 PM

Payment Frequency - Microsoft Internet Explorer


File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\payment\_frequency.html Go Links

RDS Secure Web Site

HOMEHELPCONTACTLOG OUT

Print this page

YOU ARE HERE:

Plan Sponsor ID:  
000440543w  
Company Name: Long  
Company Name here  
Application Number:  
000440543w

QUICK HELP

[Help about this page](#)

APPLICATION SECTIONS

[Application Status](#)

[Assign Designee\(s\) \(optional\)](#)

[Benefit Option\(s\)](#)

[Assign Actuary\(s\)](#)

[Attestation](#)

[Electronic Funds Transfer \(EFT\) Info](#)

[Assign Designee\(s\) \(optional\)](#)

[Retiree List Submission Method](#)

[Upload Retiree List](#)

[Plan Sponsor Agreement](#)

Payment Frequency

An asterisk (\*) indicates a required field.

The payment frequency will remain in effect throughout the plan benefit year. The payment frequency cannot be changed after the application is submitted.

\*Select one:

Monthly

Quarterly

Interim Annual

Annual

Continue

Cancel

SECURE AREA

Done

Start

Inbox - M...

RDS Inter...

center

screens - ...

Changes ...

Paymen...

Reminder...

My Computer


2:17 PM

Retiree List Submission Method(s) - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Address C:\Dallas\RDS Secure Web 7-8-2005\html\application\_pages\retiree\_list.html Go Links

 **RDS Secure Web Site**

HOME HELP CONTACT LOG OUT

Print this page

**YOU ARE HERE:**  
**Plan Sponsor ID:** 000440543w  
**Company Name:** Long Company Name here  
**Application Number:** 000440543w

**QUICK HELP**  
[Help about this page](#)

**APPLICATION SECTIONS**  
[Application Status](#)  
[Assign Designee\(s\) \(optional\)](#)  
[Benefit Option\(s\)](#)  
[Assign Actuary\(s\)](#)  
[Attestation](#)  
[Electronic Funds Transfer \(EFT\) Info](#)  
[Payment Frequency](#)  
[Retiree List Submission Method](#)  
[Upload Retiree List](#)  
[Application Summary](#)

**Retiree List Submission Method**

An asterisk (\*) indicates a required field.

Please indicate the Retiree file submission method for the retiree file, and the subsequent add/update/delete files.

**Please ensure the Retiree List is received at the RDS Center to meet application-filing requirements.**

**Retiree List**

**\*Select Method of Submission**

Upload file via the secure web site

Send file mainframe to mainframe via AGNS

COB Voluntary Data Sharing Agreement (VDSA)

Done

Start

Inbox - M...

RDS Inter...

center

screens - ...

Changes ...

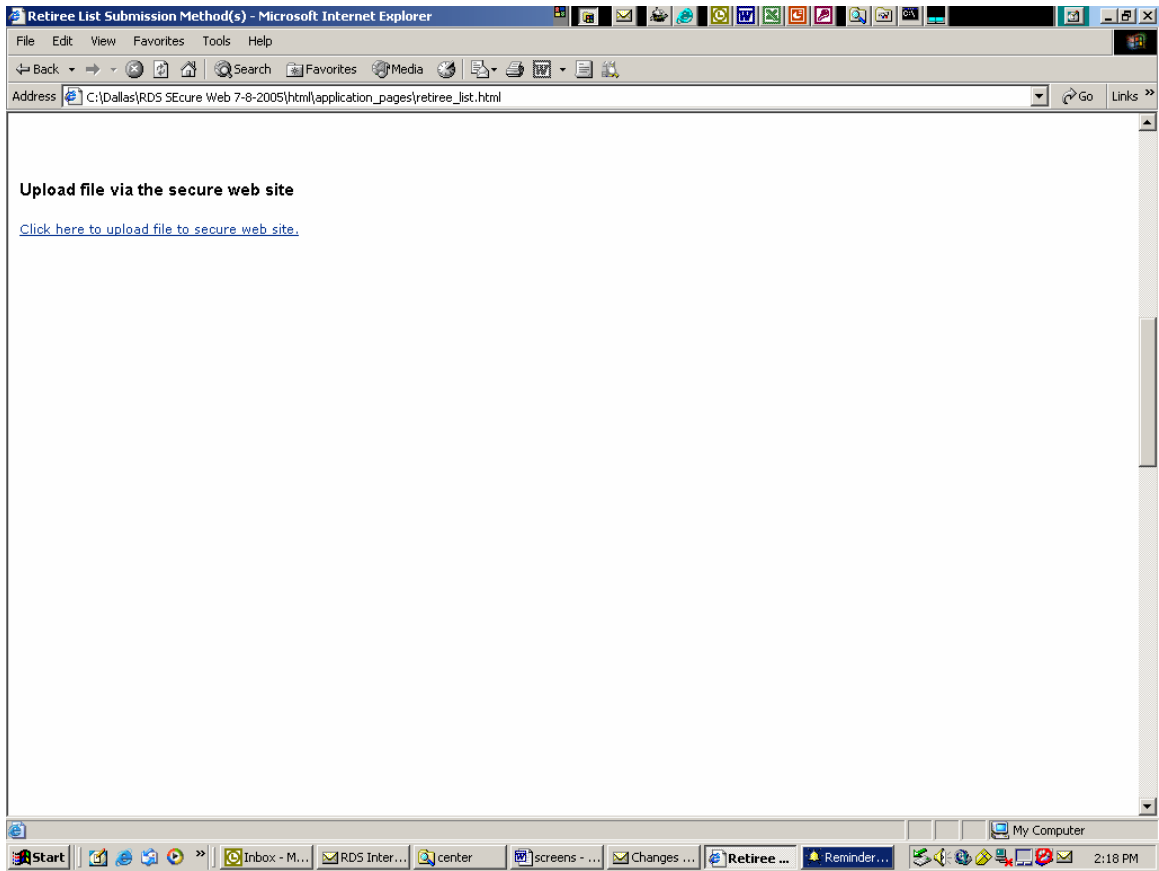
Retiree ...

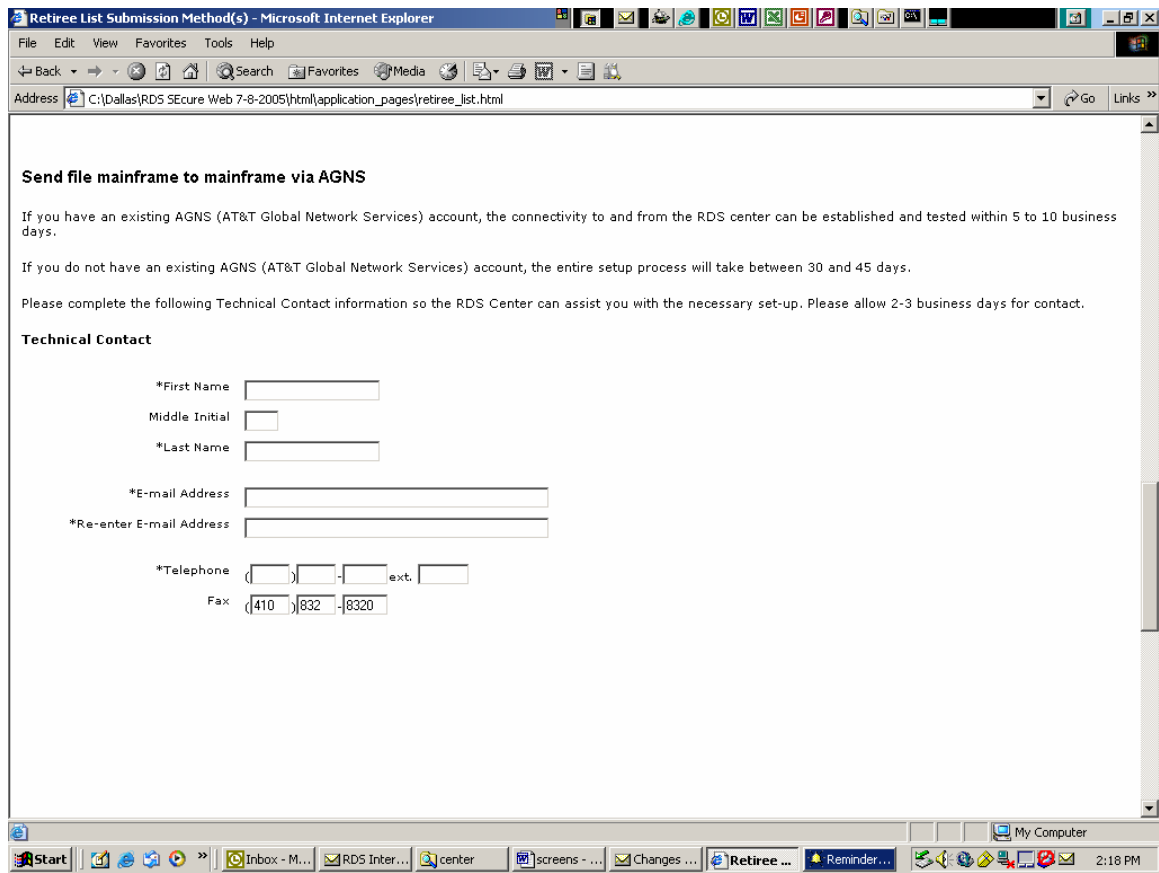
Reminder...

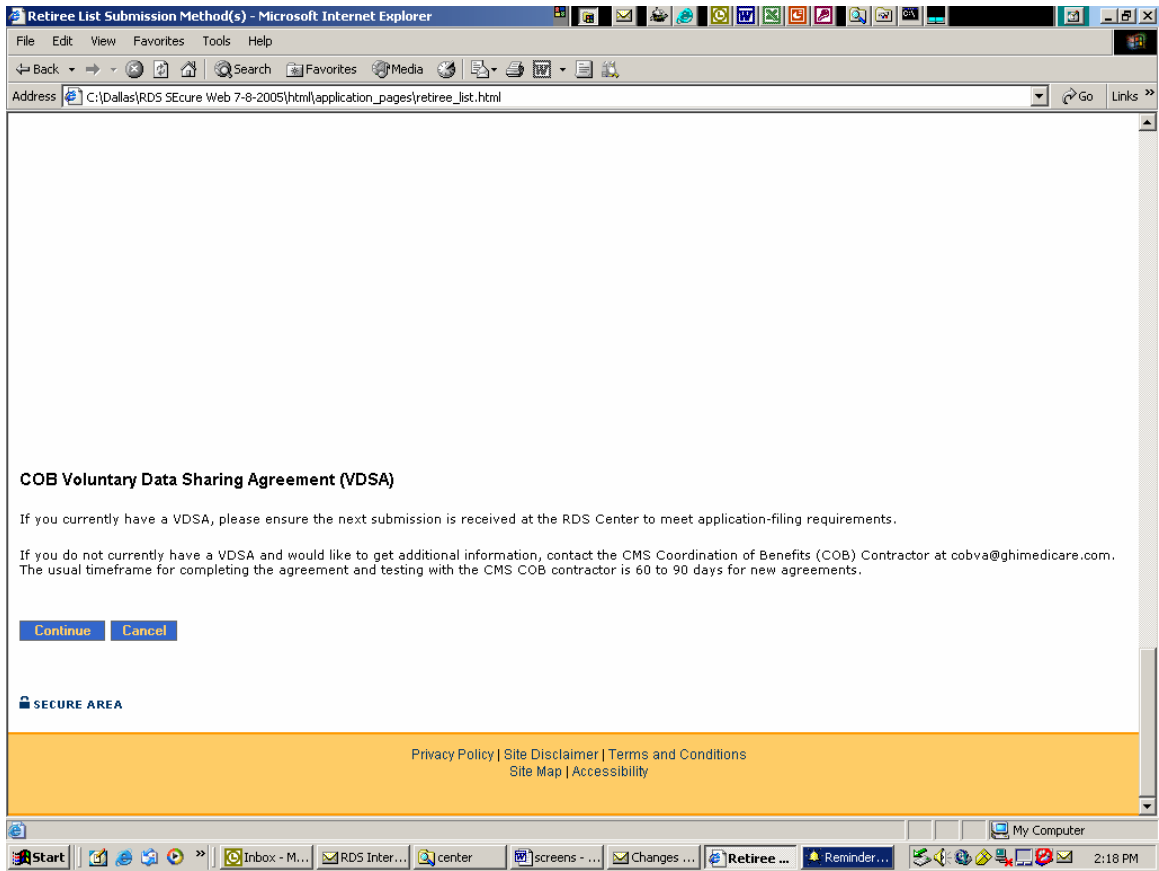
My Computer

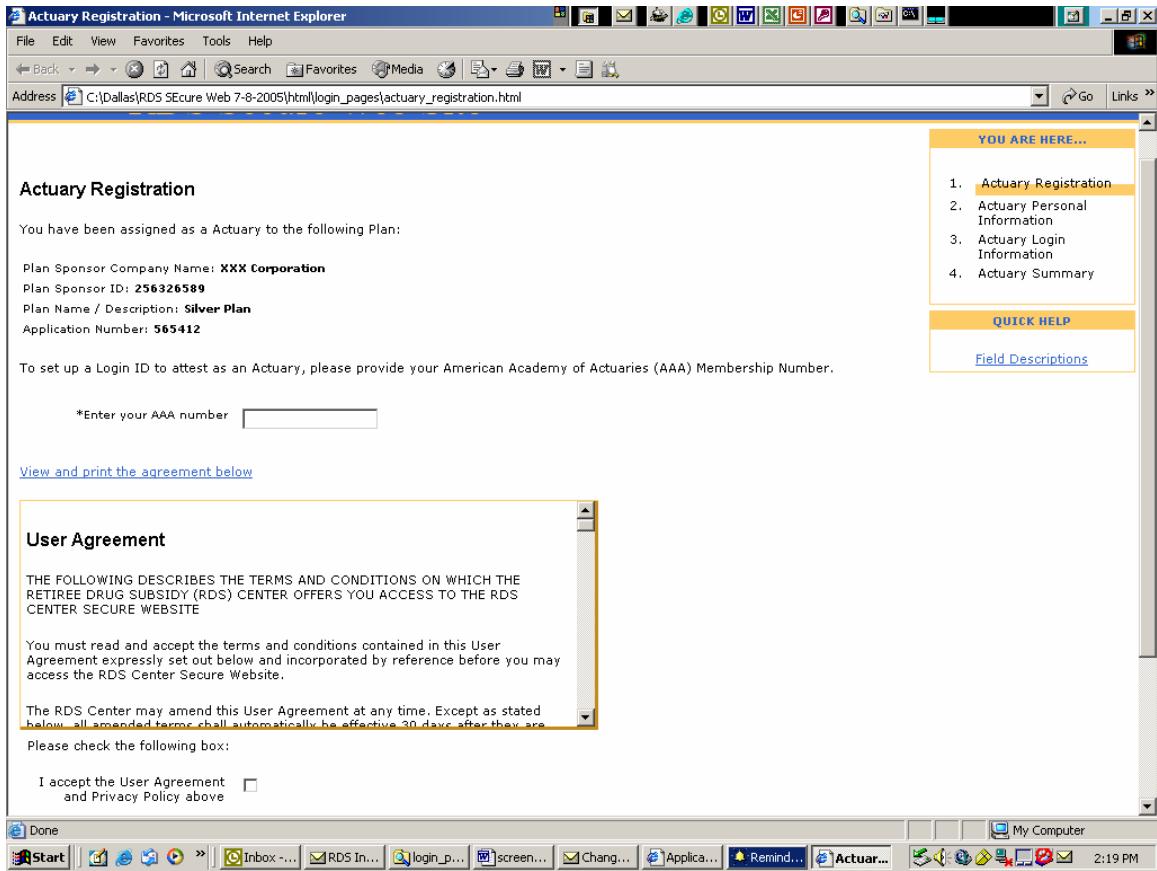
2:17 PM











Actuary Personal Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View W Go Links

Address C:\Dallas\RDS Secure Web 7-8-2005\html\login\_pages\actuary\_personal\_info.html

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**CMS** RDS Secure Web Site

### Actuary Personal Information

An asterisk (\*) indicates a required field.

We ask for this information to protect and verify your personal identity, and that of the plan sponsor.

\*First Name

Middle Initial

\*Last Name

Job Title

Company Name

\*Telephone (  )  -  ext.

Fax (  )  -

**Mailing Address**

\*Street Line 1

Street Line 2

\*City

\*State

\*Zip Code  -

[Continue](#) [Cancel](#)

**YOU ARE HERE...**

1. Actuary Registration
2. **Actuary Personal Information**
3. Actuary Login Information
4. Actuary Summary

**QUICK HELP**

[Field Descriptions](#)

Done

Start | [Icons] | [Taskbar Icons] | My Computer

2:19 PM

Actuary Login Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View W Go Links

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\login\_pages\actuary\_login\_info.html

## Actuary Login Information

An asterisk (\*) indicates a required field.

We ask for this information to protect and verify your personal identity, and that of the plan sponsor.

Choose your Login ID and password carefully.

- Login IDs must be 8 - 15 characters
- Login ID and Password cannot be the same
- Password must be 8 characters in length
- Password must be a combination of letters and numbers
- Password must be lower case only (do not use mixed case)
- Password cannot be a user's name
- Password cannot contain 4 consecutive characters from the previous password
- Password must be different from the last 6 passwords

\*Login ID

\*Password

\*Re-enter Password

The Security Questions allow you to regain account access if you forget your password and to validate your identity when you attest an application. Please note the answers you provide to the questions should be actual answers and not hints for your password.

\*Security Question 1

\*Answer 1

\*Security Question 2

\*Answer 2

1. Actuary Registration

2. Actuary Personal Information

3. Actuary Login Information

4. Actuary Summary

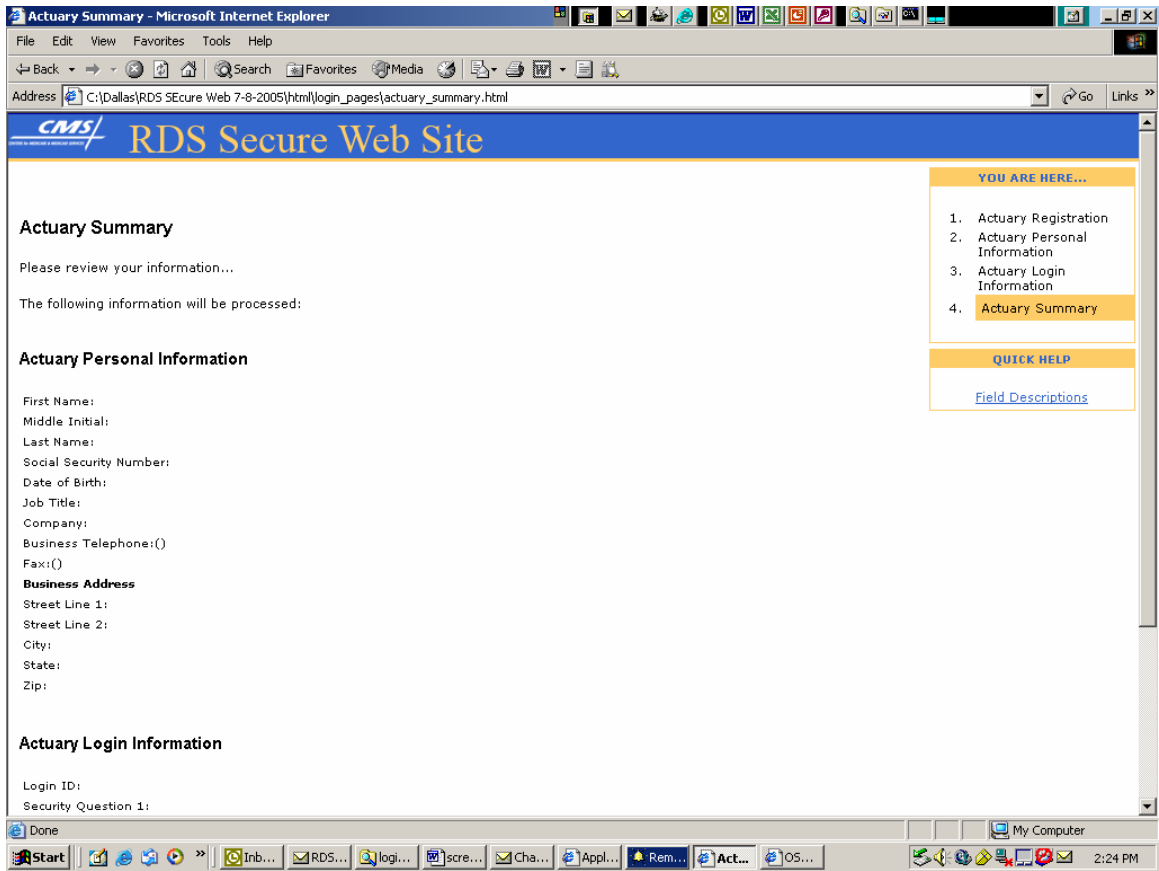
QUICK HELP

[Field Descriptions](#)

Done

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Inbox -... RDS In... login\_p... screen... Chang... Applica... Remind... Actuar... 2:20 PM



RDS Secure Web Site Home Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View WY Go Links

Address C:\Dallas\RDS Secure Web 7-8-2005\html\default.html

new company

Actuary

Plan Sponsor ID	Plan Sponsor Name/Description	Applications Attested	Applications Pending Attestation
002003658	ABC Corporation	1	2
568963259	XYZ Corporation	-	-
598632547	123 Incorporated	-	-
In Process	New Company	-	-

Done

Start Inb... RDS... logi... scre... Cha... Appl... Rem... RDS... OS... My Computer

2:24 PM



RDS Secure Web Site Home Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print W

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\app\_list.html Go Links »

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# RDS Secure Web Site

HOME HELP CONTACT LOG OUT

Print this page

ABC Corporation

Plan Sponsor ID: 503256984

App Number	Plan Name/Description (sort)	Application Status (sort)	Attestation Status (sort)	Plan Start (sort)	Plan End (sort)	Action(s)
025984563	GGGG Gold	Incomplete	<a href="#">Not Attested</a>	May 5, 2004	May 4, 2005	Select One
569852147	GGGG Silver	Pending	Attested	June 3, 2004	June 2, 2005	Select One
569852147	GGGG Silver	Approved	Attested	June 3, 2004	June 3, 2004	Select One
569852147	GGGG Silver	Rejected	Attested	June 3, 2004	June 3, 2004	Select One

**ACCOUNT SETTINGS**

[Create a New Plan Sponsor Account](#)

[Start a New Application](#)

[Manage Retiree List](#)

[Manage Personal Information](#)

[Manage Plan Sponsor Information](#)

[Change Password](#)

**QUICK HELP**

[What you need to complete an application](#)

[Field Descriptions](#)

**SECURE AREA**

Done

Start | Inb... | RDS... | logi... | scre... | Cha... | Appl... | Rem... | RDS... | OS... | My Computer | 2:25 PM

Attestation Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back

Forward

Search

Favorites

Media

Print

Stop

Home

Address Bar

Address

C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\attestation\_summary.htm

Go

Links

CMS

RDS Secure Web Site

HOME

HELP

CONTACT

LOG OUT

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YOU ARE HERE...

Plan Sponsor ID:

000440543w

Company Name:

Long Company Name here

Application Number:

000440543w

QUICK HELP

Help about this page

Attestation Summary

Benefit Options Combined

Gross Value Test

Benefit Option Name	Unique Benefit Option Identifier	Actuary Name	Attestation Status
<a href="#">GGGG Gold</a>	555632	John Doe	Not Attested   <a href="#">Attest Now</a>
<a href="#">GGGG Silver</a>	555854	John Doe	Attested

Net Value Test

Application Number	Plan Name / Description	Actuary Name	Attestation Status
523658965g	GM Corporation	John Doe	Not Attested   <a href="#">Attest Now</a>

Done

Start

Internet Explorer

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My Computer

2:25 PM

Attestation Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\attestation\_summary.htm Go Links

Benefit Options Not Combined

Gross Value and Net Value Test

Benefit Option Name	Unique Benefit Option Identifier	Actuary Name	Attestation Status
<a href="#">GGGG Gold</a>	555632	John Doe	Not Attested   <a href="#">Attest Now</a>
<a href="#">GGGG Silver</a>	555854	John Doe	Attested
<a href="#">GGGG Gold</a>	542641	John Doe	Attested

SECURE AREA

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inb... RDS... logi... scre... Cha... Appl... Rem... Att... OS...

My Computer

2:25 PM

Attestation - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print Print this page

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\attestation.html Go Links

**Attestation**

Benefit Option Name: **GGGG**  
 Unique Benefit Option Identifier: **54211**  
 Benefit Options Type: **Yes**

**Plan Sponsor ID:**  
 000440543w  
**Company Name:** Long  
 Company Name here  
**Application Number:**  
 000440543w

**QUICK HELP**  
[Help about this page](#)

**Actuarial Attestation for the Gross Value Test**

I hereby attest to the following:

I am a qualified actuary and a member of the American Academy of Actuaries. I am familiar with the requirements for, and am qualified to prepare, a Retiree Drug Subsidy (RDS) Actuarial Attestation.

The actuarial Gross Value of the benefit option(s) is at least equal to the actual Gross Value of the defined standard prescription drug coverage under Part D for the Part D eligible individuals who are participants and beneficiaries of the sponsor's plan for the subject plan year.

The Gross Value of the option listed in section II(B) of this application was determined using a methodology consistent with the requirements set forth at 42 C.F.R. 423.884 (d)(5) and all relevant actuarial guidelines issued by CMS, and the data and assumptions used in the development of this attestation are reasonable and are based on generally accepted actuarial principles, including the appropriate actuarial standards of practice.

I understand and acknowledge that the information being provided in this attestation is being used to obtain Federal funds.

I agree to maintain and make available reports, working documents and other records as required under 42 C.F.R. 423.888(d). This includes information about data and/or assumptions I may have relied upon.

I certify that this attestation is true and accurate to the best of my knowledge and belief.

**Attest Now** ☐

My Computer

Start Inb... RDS... logi... scre... Cha... Appl... Rem... Att... OS... 2:26 PM



Application Status - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\app\_status.html Go Links »

## Application Status

Application Number: 002587896 Go

Plan Sponsor ID: 256325412  
 Plan Sponsor Name/Description: 123 Incorporated  
 Authorized Representative: Deb Weber  
 Account Manager: Asim Malik  
 Application Number: 55365521  
 Plan Name/Description: AZ Company  
 Plan Start: June 3, 2004 Plan End: June 2, 2005

Application Start Date: June 3, 2004  
 Application Submitted: August 5, 2004  
 RDS Decision: **Rejected**

	Application Section	Status	Post Approval
✓	Application Number Assigned	Completed	
✓	<a href="#">Assign Designee(s) (optional)</a>	01 Assigned	<a href="#">view</a>   <a href="#">edit</a>
✓	<a href="#">Benefit Option(s)</a>	01 Defined	<a href="#">view</a>
✓	<a href="#">Assign Actuary(s)</a>	01 Assigned	<a href="#">view</a>
—	<a href="#">Attestation</a>	Incomplete	<a href="#">view</a>
—	<a href="#">Electronic Funds Transfer (EFT) Info</a>	Incomplete	<a href="#">view</a>   <a href="#">edit</a>
—	<a href="#">Payment Frequency</a>	Incomplete	<a href="#">view</a>
—	<a href="#">Retiree List Submission Method</a>	Incomplete	<a href="#">view</a>   <a href="#">edit</a>
!	<a href="#">Upload Retiree List</a>	Error	
	<a href="#">Application Summary</a>		<a href="#">view</a>
—	<a href="#">Plan Sponsor Agreement</a>	Incomplete	<a href="#">view</a>

[Application Status](#)

[Assign Designee\(s\) \(optional\)](#)

[Benefit Option\(s\)](#)

[Assign Actuary\(s\)](#)

[Attestation](#)

[Electronic Funds Transfer \(EFT\) Info](#)

[Payment Frequency](#)

[Retiree List Submission Method](#)

[Upload Retiree List](#)

[Application Summary](#)

[Plan Sponsor Agreement](#)

**QUICK HELP**

[What you need to complete an application](#)

[Field Descriptions](#)

Done

Start | Inb... | RDS... | logi... | scre... | Cha... | Appl... | Rem... | App... | OS... | My Computer

2:27 PM

Application Summary - Microsoft Internet Explorer

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Back Forward Stop Search Favorites Media Print Print Preview Print... W V

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\app\_summary.html Go Links >>

# RDS Secure Web Site

HOME HELP CONTACT LOG OUT

Print this page

**YOU ARE HERE:**

**Plan Sponsor ID:** 000440543w  
**Company Name:** Long  
 Company Name here  
**Application Number:** 000440543w

**QUICK HELP**

[What you need to complete an application](#)

[Field Descriptions](#)

## Application Summary

Plan Sponsor ID: **256325412**  
 Plan Sponsor Name/Description: **123 Incorporated**  
 Authorized Representative: **Deb Weber**  
 Account Manager: **Asim Malik**  
 Application Number: **55365521**  
 Plan Name/Description: **AZ Company**  
 Plan Start: **June 3, 2004** Plan End: **June 2, 2005**

---

Application Start Date: **June 3, 2004**

## Benefits Options

Benefit Option Name	Unique Benefit Option Identifier	Benefit Option Type	Attestation Status	Benefit Option Administrator
GGGG Gold	555632	Self-Funded	Not Attested	Not Assigned
GGGG Silver	555854	Fully-Insured	Attested	GGGG

## Actuarial Net Value Information

### Gross Value Test

Select an Actuary for the following Benefit Option(s)

Benefit Option	Unique Benefit ID	Actuary
----------------	-------------------	---------

Done

Start Inb... RDS... logi... scre... Cha... App... Rem... Appl... OS... My Computer 2:28 PM

Authorized Representative Registration - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View Source

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\login\_pages\auth\_rep\_registration.html Go Links

**RDS Secure Web Site**

### Authorized Representative Registration

You have been assigned as a Authorized Representative to the following Plan:

Plan Sponsor Company Name: **GM Corporation**  
Plan Sponsor ID: **256326589**  
Plan Name / Description: **Silver Plan**  
Application Number: **565412**

Please check the following box:

I agree that the Account Manager {John Smith} assigned to Plan Sponsor Id {1234567890}, {General Motors, Inc.}, is an approved agent for the Plan Sponsor. ☐

[View and print the agreement below](#)

#### User Agreement

THE FOLLOWING DESCRIBES THE TERMS AND CONDITIONS ON WHICH THE RETIREE DRUG SUBSIDY (RDS) CENTER OFFERS YOU ACCESS TO THE RDS CENTER SECURE WEBSITE

You must read and accept the terms and conditions contained in this User Agreement expressly set out below and incorporated by reference before you may access the RDS Center Secure Website.

The RDS Center may amend this User Agreement at any time. Except as stated below, all amended terms shall automatically be effective 30 days after they are posted on the RDS Center Secure Website.

#### YOU ARE HERE...

1. Authorized Representative Registration
2. Authorized Representative Personal Information
3. Authorized Representative Login Information
4. Authorized Representative Summary
5. Thank You

#### QUICK HELP

[Field Descriptions](#)

Done

Start | Inb... | RDS... | logi... | scre... | Cha... | Appl... | Rem... | Appl... | OS... | Aut... | My Computer | 2:28 PM



Authorized Representative Personal Information - Microsoft Internet Explorer

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Back Forward Stop Search Favorites Media Print View Source

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**CMS**  
RDS Secure Web Site

### Authorized Representative Personal Information

An asterisk (\*) indicates a required field.

To set up a Login ID for you to act as an Authorized Representative, we need additional information from you.

We ask for this information to protect and verify your personal identity, and that of the plan sponsor.

\*First Name

Middle Initial

\*Last Name

\*Social Security Number

\*Date of Birth January 1 1977

\*Job Title

\*Business Telephone ( ) - ext.

Fax ( ) -

**Business Address**

\*Street Line 1

Street Line 2

\*City

\*State Choose a State

**YOU ARE HERE...**

1. Authorized Representative Registration
2. **Authorized Representative Personal Information**
3. Authorized Representative Login Information
4. Authorized Representative Summary
5. Thank You

**QUICK HELP**

[Field Descriptions](#)

Done

Start Inb... RDS... logi... scre... Cha... Appl... Rem... Appl... OS... Aut... My Computer 2:28 PM

Authorized Representative Login Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View Source

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### Authorized Representative Login Information

An asterisk (\*) indicates a required field.

We ask for this information to protect and verify your personal identity, and that of the plan sponsor.

Choose your Login ID and password carefully.

- Login IDs must be 8 - 15 characters
- Login ID and Password cannot be the same
- Password must be 8 characters in length
- Password must be a combination of letters and numbers
- Password must be lower case only (do not use mixed case)
- Password cannot be a user's name
- Password cannot contain 4 consecutive characters from the previous password
- Password must be different from the last 6 passwords

\*Login ID

\*Password

\*Re-enter Password

The Security Questions allow you to regain access to your account(s) if you forget your password and to validate your identity when you submit an application. Please note answers you provide should be actual answers to the questions and not hints for your password.

\*Security Question 1

\*Answer 1

\*Security Question 2

\*Answer 2

1. Authorized Representative Registration

2. Authorized Representative Personal Information

3. Authorized Representative Login Information

4. Authorized Representative Summary

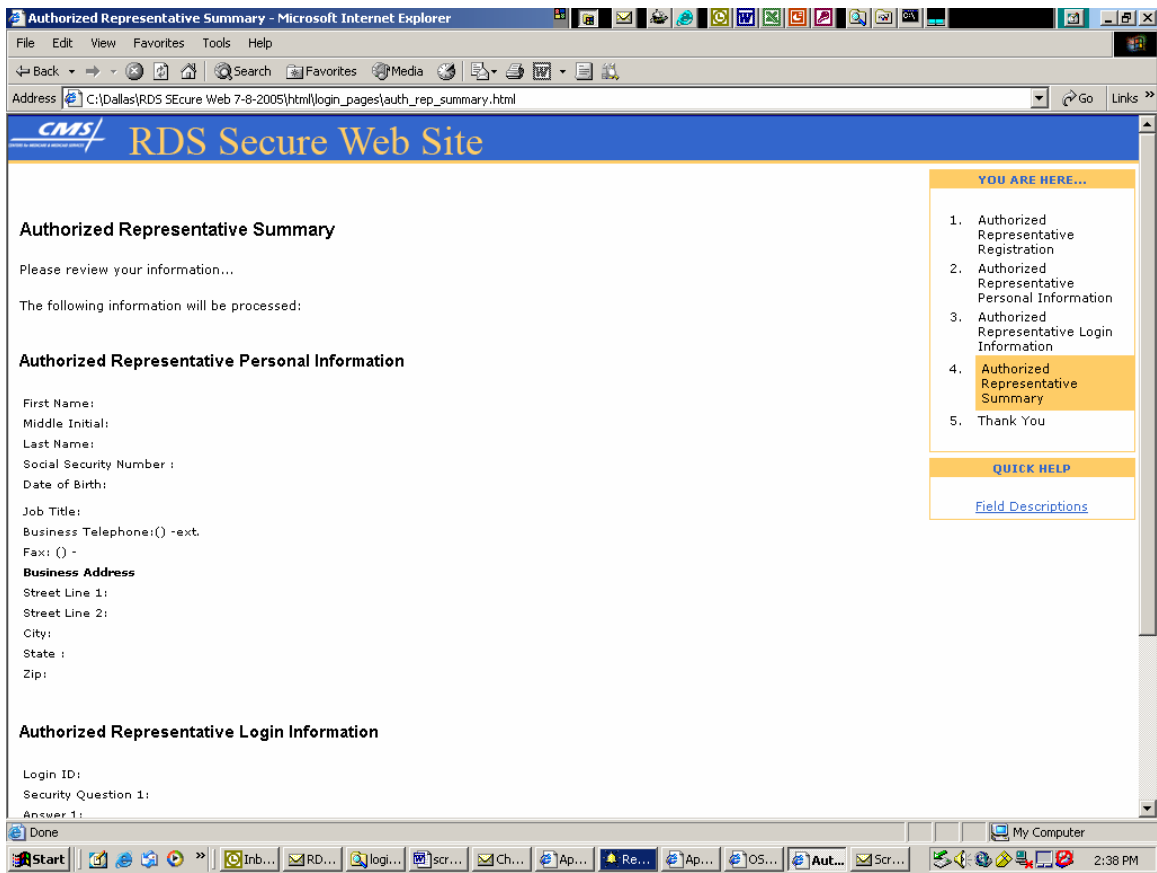
5. Thank You

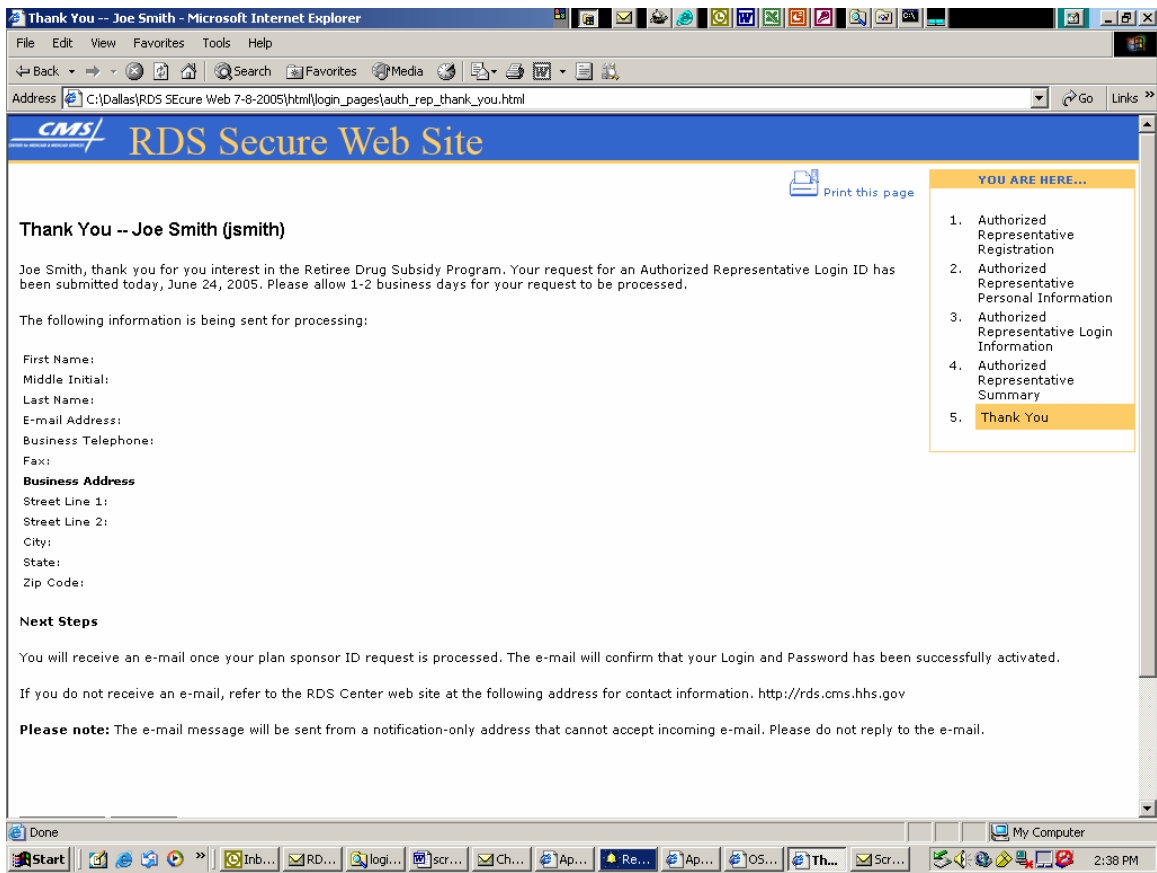
QUICK HELP

[Field Descriptions](#)

Done

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Retiree Drug Subsidy Center Home Page - Microsoft Internet Explorer

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Back Forward Stop Search Favorites Media

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\center\center\_default.html Go Links

RDS Retiree Drug Subsidy Program

ABOUT THIS SITEFAQsHOW TO APPLYEVENTSNEWSLAWS AND REGULATIONSCONTACT

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The Centers for Medicare & Medicaid Services (CMS) recently published the final regulations for Title I and Title II of the Medicare Prescription Drug, Improvement, and Modernization Act of 2003 (MMA). Title I contains the provisions governing the special retiree drug subsidies and other options that were designed to encourage employers and unions to continue providing high quality prescription drug coverage to their retirees.

It is the goal of CMS to give employers and unions a comprehensive set of options to help them continue to provide high-quality prescription drug coverage. One method is through a retiree drug subsidy that is flexible enough to enable employers and unions to obtain the subsidy without disrupting their current coverage. To meet this goal, this web site serves as a comprehensive resource center for all informational and operational needs for plan sponsors to become a participant in the Retiree Drug Subsidy (RDS) Program. On this web site, many tools and resources are available to provide you with everything from general information about the RDS Program to specific instructions and assistance during the application period and afterward.

Together, with the full cooperation and involvement of our partners and plan sponsors who sign up to participate in the RDS Program, we can continue to make positive advancements towards providing access to prescription drugs, dependable retiree coverage, and better coverage options for millions of Americans.

ACCOUNT LOGIN

CREATE A NEW ACCOUNT  
MANAGER ID

Enter Login ID

Enter Password

Login

Forgot Password?

Search

Events Calendar

JUNE 2005

S M T W T F S

1 2 3 4

5 6 7 8 9 10 11

12 13 14 15 16 17 18

19 20 21 22 23 24 25

26 27 28 29 30

BULLETINS

Don't forget to register for the RDS National Conference. Registration is on the events page.

PLEASE NOTE: The special RDS Conference hotel room rate of \$129 single and \$154 double will expire on June 27, 2005, so register soon!

Download and print the RDS Center Teleconference materials pdf, 104 KB

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2:38 PM

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**BULLETINS**

The RDS Center National Conference in Dallas, Texas is June 12 and 13, 2005.

### Authorized Representative

Plan Sponsor ID	Plan Sponsor Name/Description	Account Manager	Incomplete Applications	Pending Applications	Approved Applications	Rejected Applications
<a href="#">002003658</a>	ABC Corporation	Dave Gardner	1	2	4	5
<a href="#">568963259</a>	XYZ Corporation	Pat Ambrose	-	-	-	-
598632547	123 Incorporated	-	-	-	-	-
In Process	New Company	-	-	-	-	-

Done

Start | Inb... | RD... | logi... | scr... | Ch... | Ap... | Re... | Ap... | OS... | RD... | Scr... | My Computer | 2:39 PM

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Back Forward Stop Search Favorites Media Print View W Go Links

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**RDS Secure Web Site**

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**ABC Corporation**

**Plan Sponsor ID: 503256984**

App Number	Plan Name/Description (sort)	Application Status (sort)	Attestation Status (sort)	Plan Start (sort)	Plan End (sort)	Action(s)
025984563	GGGG Gold	Incomplete	<a href="#">Not Attested</a>	May 5, 2004	May 4, 2005	Select One Go
569852147	GGGG Silver	Pending	Attested	June 3, 2004	June 2, 2005	Select One Go
569852147	GGGG Silver	Approved	Attested	June 3, 2004	June 3, 2004	Select One Go
569852147	GGGG Silver	Rejected	Attested	June 3, 2004	June 3, 2004	Select One Go

**ACCOUNT SETTINGS**

- [Create a New Plan Sponsor Account](#)
- [Start a New Application](#)
- [Manage Retiree List](#)
- [Manage Personal Information](#)
- [Manage Plan Sponsor Information](#)
- [Change Password](#)

**QUICK HELP**

- [What you need to complete an application](#)
- [Field Descriptions](#)

**SECURE AREA**

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Application Status - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View

Address C:\Dallas\RDS Secure Web 7-8-2005\html\application\_pages\app\_status.html Go Links

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**CMS** **RDS Secure Web Site**

HOME HELP CONTACT LOG OUT

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### Application Status

Application Number: 002587896 Go

Plan Sponsor ID: 256325412  
 Plan Sponsor Name/Description: 123 Incorporated  
 Authorized Representative: Deb Weber  
 Account Manager: Asim Malik  
 Application Number: 55365521  
 Plan Name/Description: AZ Company  
 Plan Start: June 3, 2004 Plan End: June 2, 2005

Application Start Date: June 3, 2004  
 Application Submitted: August 5, 2004  
 RDS Decision: Rejected

Application Section	Status	Post Approval
✓ Application Number Assigned	Completed	
✓ <a href="#">Assign Designee(s) (optional)</a>	01 Assigned	<a href="#">view</a>   <a href="#">edit</a>
✓ <a href="#">Benefit Option(s)</a>	01 Defined	<a href="#">view</a>
✓ <a href="#">Assign Actuary(s)</a>	01 Assigned	<a href="#">view</a>
— <a href="#">Attestation</a>	Incomplete	<a href="#">view</a>
— <a href="#">Electronic Funds Transfer (EFT) Info</a>	Incomplete	<a href="#">view</a>   <a href="#">edit</a>
— <a href="#">Payment Frequency</a>	Incomplete	<a href="#">view</a>
— <a href="#">Retiree List Submission Method</a>	Incomplete	<a href="#">view</a>   <a href="#">edit</a>

**APPLICATION SECTIONS**

[Application Status](#)

[Assign Designee\(s\) \(optional\)](#)

[Benefit Option\(s\)](#)

[Assign Actuary\(s\)](#)

[Attestation](#)

[Electronic Funds Transfer \(EFT\) Info](#)

[Payment Frequency](#)

[Retiree List Submission Method](#)

[Upload Retiree List](#)

[Application Summary](#)

[Plan Sponsor Agreement](#)

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[What you need to complete an application](#)

[Field Descriptions](#)

Start | Inb... RD... logi... scr... Ch... Ap... Re... Ap... OS... Ap... Scr... My Computer 2:39 PM



Application Status - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print View W Go Links

Address C:\Dallas\RDS SEcure Web 7-8-2005\html\application\_pages\app\_status.html

Plan Sponsor ID: 256325412  
Plan Sponsor Name/Description: 123 Incorporated  
Authorized Representative: Deb Weber  
Account Manager: Asim Malik  
Application Number: 55365521  
Plan Name/Description: AZ Company  
Plan Start: June 3, 2004 Plan End: June 2, 2005

Application Start Date: June 3, 2004  
Application Submitted: August 5, 2004  
RDS Decision: Rejected

Application Section	Status	Post Approval
✓ Application Number Assigned	Completed	
✓ Assign Designee(s) (optional)	01 Assigned	<a href="#">view</a>   <a href="#">edit</a>
✓ Benefit Option(s)	01 Defined	<a href="#">view</a>
✓ Assign Actuary(s)	01 Assigned	<a href="#">view</a>
— Attestation	Incomplete	<a href="#">view</a>
— Electronic Funds Transfer (EFT) Info	Incomplete	<a href="#">view</a>   <a href="#">edit</a>
— Payment Frequency	Incomplete	<a href="#">view</a>
— Retiree List Submission Method	Incomplete	<a href="#">view</a>   <a href="#">edit</a>
! Upload Retiree List	Error	
Application Summary		<a href="#">view</a>
— Plan Sponsor Agreement	Incomplete	<a href="#">view</a>

**QUICK HELP**

[Attestation](#)  
[Electronic Funds Transfer \(EFT\) Info](#)  
[Payment Frequency](#)  
[Retiree List Submission Method](#)  
[Upload Retiree List](#)  
[Application Summary](#)  
[Plan Sponsor Agreement](#)

[What you need to complete an application](#)  
[Field Descriptions](#)

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Site Map | Accessibility

Start | Inb... | RD... | logi... | scr... | Ch... | Ap... | Re... | Ap... | OS... | Ap... | Scr... | My Computer | 2:40 PM

Plan Sponsor Agreement - Microsoft Internet Explorer

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Back Forward Stop Search Favorites Media Print

Address C:\Dallas\RDS Secure Web 7-8-2005\html\application\_pages\plan\_sponsor\_agreement.html Go Links

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RDS Secure Web Site

HOME HELP CONTACT LOG OUT

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## Plan Sponsor Agreement

The Authorized Representative of the Plan Sponsor MUST read each clause under this section by providing an electronic signature.

1. Sponsor agrees to comply with all of the terms and conditions for obtaining the retiree drug subsidy and as outlined in 42 C.F.R. 423.880 et. seq., (Subpart R) and in other guidance issued by CMS, including the conditions for submission of cost data for obtaining payment and the record retention requirements.
2. Notice of Creditable Coverage: Sponsor certifies that it has provided or will provide prior to the beginning of the plan year, creditable coverage notices in accordance with 42 C.F.R. 423.56 to Part D eligible individuals covered under the Sponsor's plan.
3. Written Agreement: Sponsor certifies that it has executed a written agreement with its health insurance issuer or group health plan regarding disclosure of information to CMS, and the issuer or plan agrees to disclose to CMS, on behalf of the Sponsor, the information necessary for the Sponsor to comply with the requirements of the RDS Program.
4. Use of Records: Sponsor understands and agrees that officers, employees and contractors of the Department of Health and Human Services, including the Office of Inspector General (OIG), may use information collected under the RDS Program only for the purposes of, and to the extent necessary in, carrying out their responsibilities under 42 C.F.R. Subpart R including, but not limited to, determination of payments and payment-related oversight and program integrity activities, or as otherwise required by law. This restriction does not limit OIG authority to conduct audits and evaluations under 42 C.F.R. Subpart R or other authority.
5. Obtaining Federal Funds: Sponsor acknowledges that the information furnished in its retiree drug subsidy application is being provided to obtain Federal funds. Sponsor certifies that it requires all subcontractors, including plan administrators, to acknowledge that information provided in connection with the subcontract is used for purposes of obtaining Federal funds.
6. Sponsor agrees to establish and implement proper safeguards against unauthorized use and disclosure of the data exchanged under this RDS Application. Proper safeguards shall include the adoption of policies and procedures to ensure that the data obtained under this Agreement shall be used solely in accordance with Section 1106 of the Social Security Act [42 U.S.C. § 1306], Section 1874(b) of the Social Security Act [42 U.S.C. § 1395k(b)], Section 1862(b) of the Social Security Act [42 U.S.C. § 1395y(b)], and the Privacy Act of 1974, as amended [5 U.S.C. § 552a]. The Plan Sponsor shall establish appropriate administrative, technical, procedural, and physical safeguards to protect the confidentiality of the data and to prevent unauthorized access to the data. The safeguards shall provide a level of security that is at least comparable to the level of security contemplated in Office of Management and Budget Circular No. A-130 (revised), Appendix III -- Security of Federal Automated Information Systems that sets forth guidelines for security plans for automated information systems in Federal agencies. Any and all Plan Sponsor personnel interacting with this data shall be advised of (1) the confidential nature of the information; (2) safeguards required to protect the information, and (3) the administrative, civil and criminal penalties for noncompliance contained in applicable Federal laws.
7. I hereby authorize the RDS Center, to initiate payment, credit entries and other adjustments in accordance with the provisions of 42 C.F.R. Subpart R to the account indicated above. I hereby authorize the financial institution/bank named in Part IV (B)(1), hereinafter called the DEPOSITORY, to credit and/or debit the same to such account. This authorization agreement is effective as of the signature date below and is to remain in full force and effect for the plan year for which this RDS Application is being filed, until the RDS Center has received written notification from me of its termination in such time and such manner as to afford the RDS

**YOU ARE HERE:**

**Plan Sponsor ID:**  
000440543w  
**Company Name:** Long  
Company Name here  
**Application Number:**  
000440543w

**QUICK HELP**

[Help about this page](#)

**APPLICATION SECTIONS**

[Application Status](#)

[Assign Designee\(s\) \(optional\)](#)

[Benefit Option\(s\)](#)

[Assign Actuary\(s\)](#)

[Attestation](#)

[Electronic Funds Transfer \(EFT\) Info](#)

[Payment Frequency](#)

[Retiree List Submission Method](#)

[Upload Retiree List](#)

[Application Summary](#)

Done My Computer

Start Inb... RD... logi... scr... Ch... Ap... Re... Ap... OS... Pla... Scr... 2:40 PM

Plan Sponsor Agreement - Microsoft Internet Explorer

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Back Forward Stop Search Favorites Media Print View Source

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administrative, civil and criminal penalties for noncompliance contained in applicable Federal laws.

7. I hereby authorize the RDS Center, to initiate payment, credit entries and other adjustments in accordance with the provisions of 42 C.F.R. Subpart R to the account indicated above. I hereby authorize the financial institution/bank named in Part IV (B)(1), hereinafter called the DEPOSITORY, to credit and/or debit the same to such account. This authorization agreement is effective as of the signature date below and is to remain in full force and effect for the plan year for which this RDS Application is being filed, until the RDS Center has received written notification from me of its termination in such time and such manner as to afford the RDS Center and the DEPOSITORY a reasonable opportunity to act on it. The RDS Center will continue to send the direct deposit to the DEPOSITORY indicated above until notified by me that I wish to change the DEPOSITORY receiving the direct deposit. If my DEPOSITORY information changes, I agree to submit to the RDS Center an updated EFT Authorization Agreement.

[Method](#)  
[Upload Retiree List](#)  
[Application Summary](#)  
[Plan Sponsor Agreement](#)

**Signature of Plan Sponsor Authorized Representative**

I, the undersigned Authorized Representative, declare that I have examined this Application and Plan Sponsor Agreement and certify that the information contained in this Application is true, accurate and complete to the best of my knowledge and belief, and that I agree to comply with all RDS program requirements (including 42 C.F.R. Subpart R) and other applicable laws and regulations. I understand that, because payment of a subsidy will be made from Federal funds, any false statements, documents, or concealment of a material fact is subject to prosecution under any applicable Federal and/or State law.

\*Security Question 1 Select security question 1  
 \*Answer 1  
 \*Security Question 2 Select security question 2  
 \*Answer 2

Click here to approve ☐

[Continue](#) [Cancel](#)

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